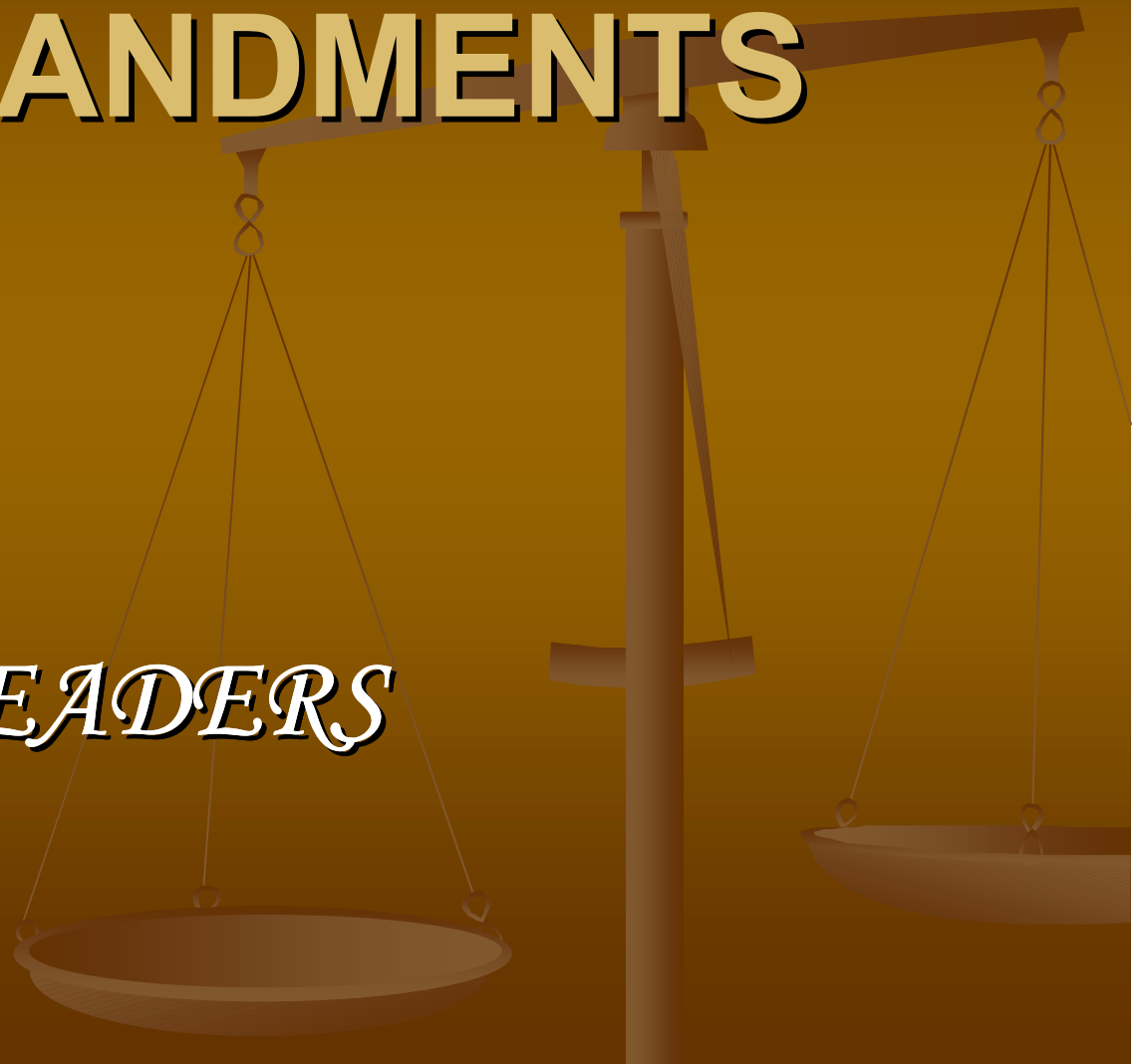


TEN COMMANDMENTS

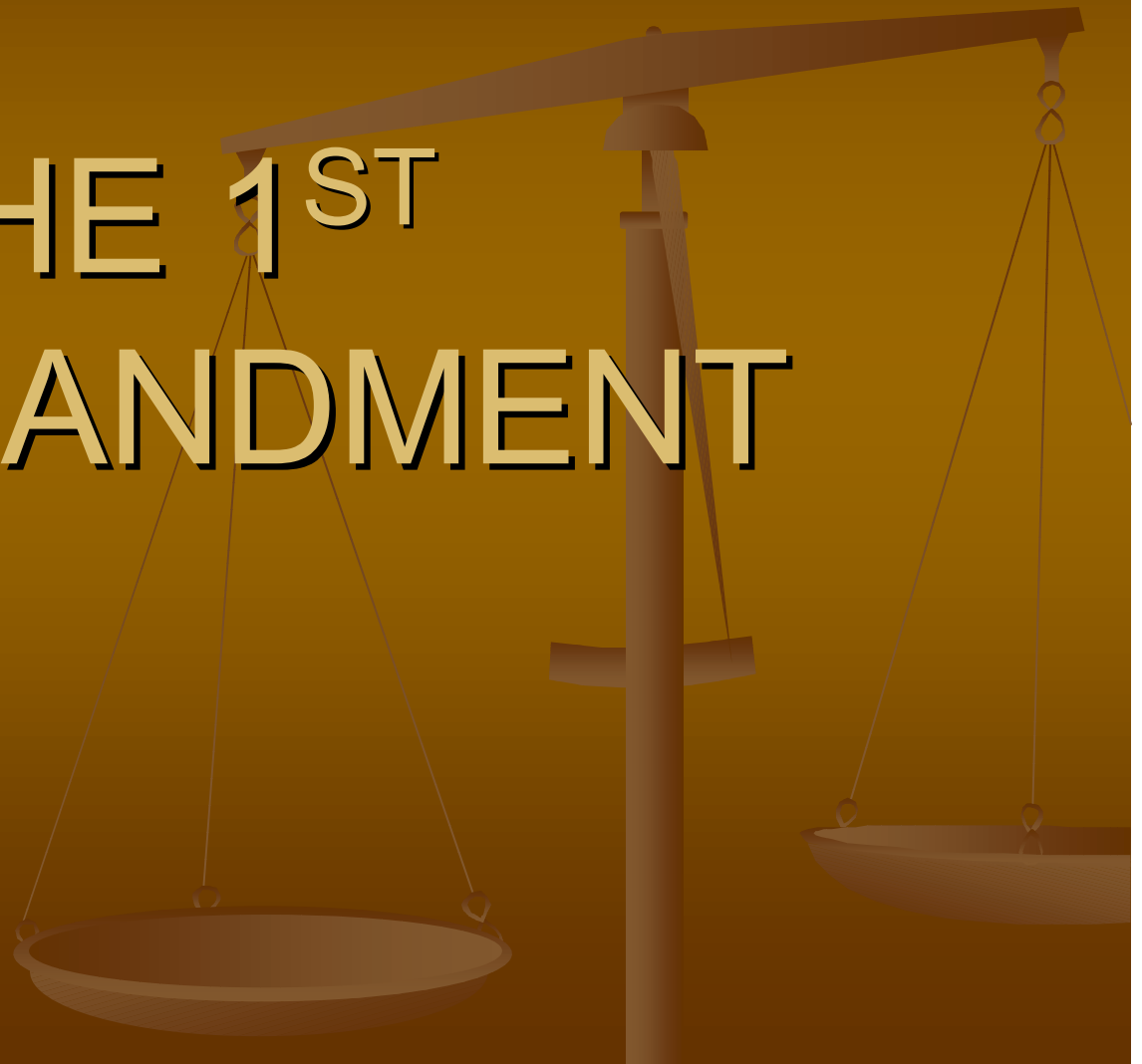
FOR

PTA

LEADERS

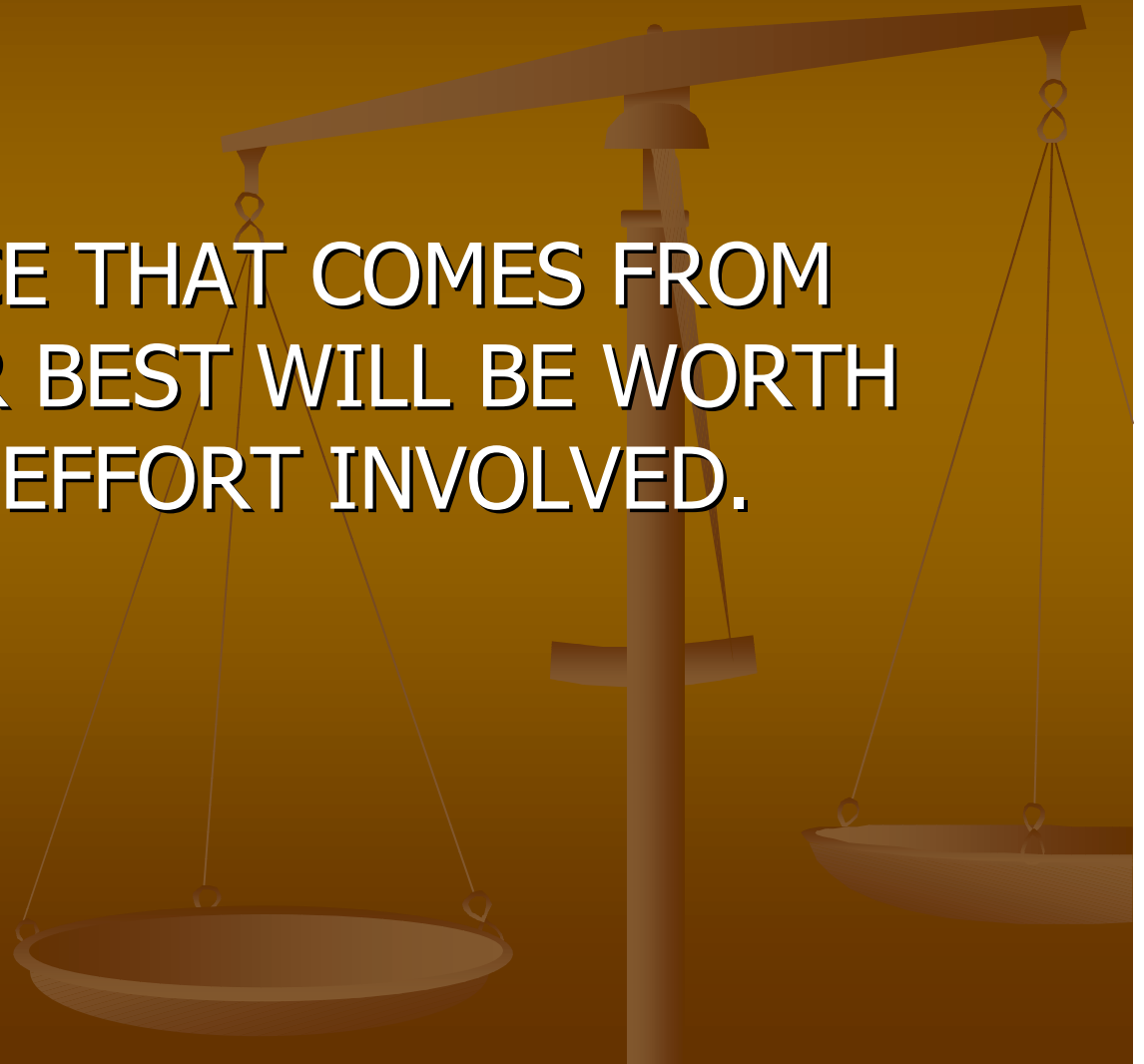


THE 1ST COMMANDMENT

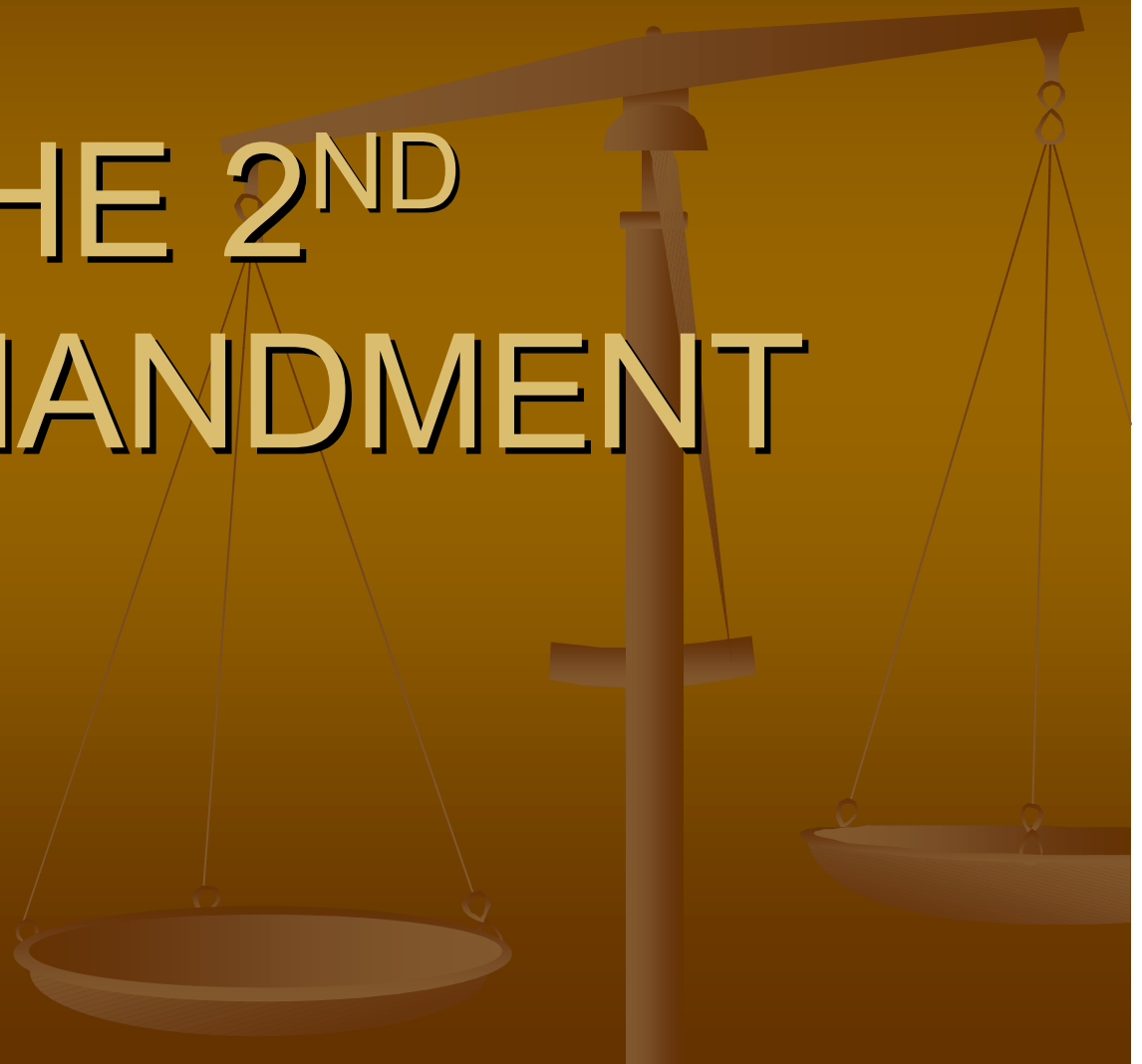


BE WELL GROOMED

- THE ASSURANCE THAT COMES FROM LOOKING YOUR BEST WILL BE WORTH THE TIME AND EFFORT INVOLVED.

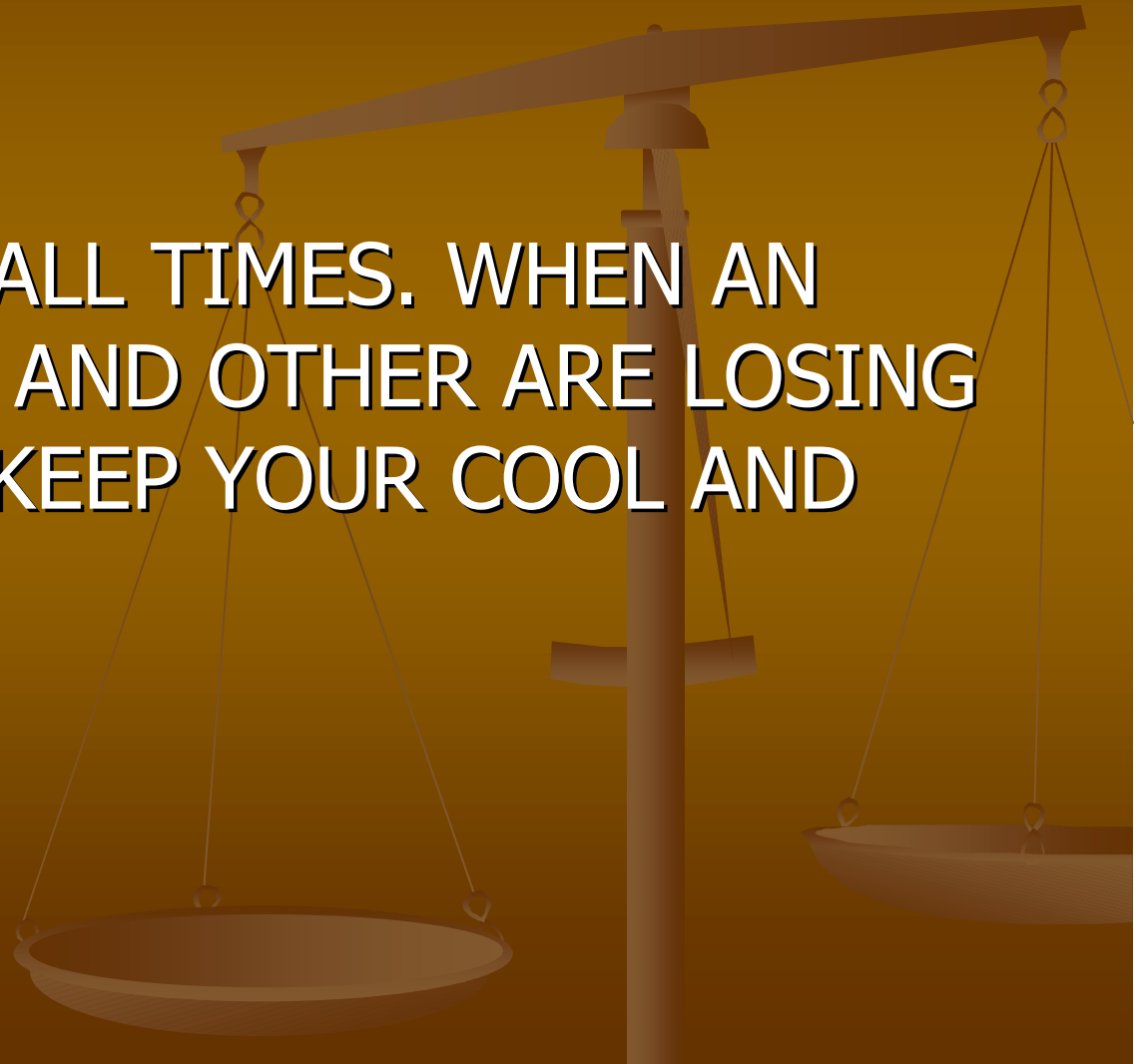


THE 2ND COMMANDMENT

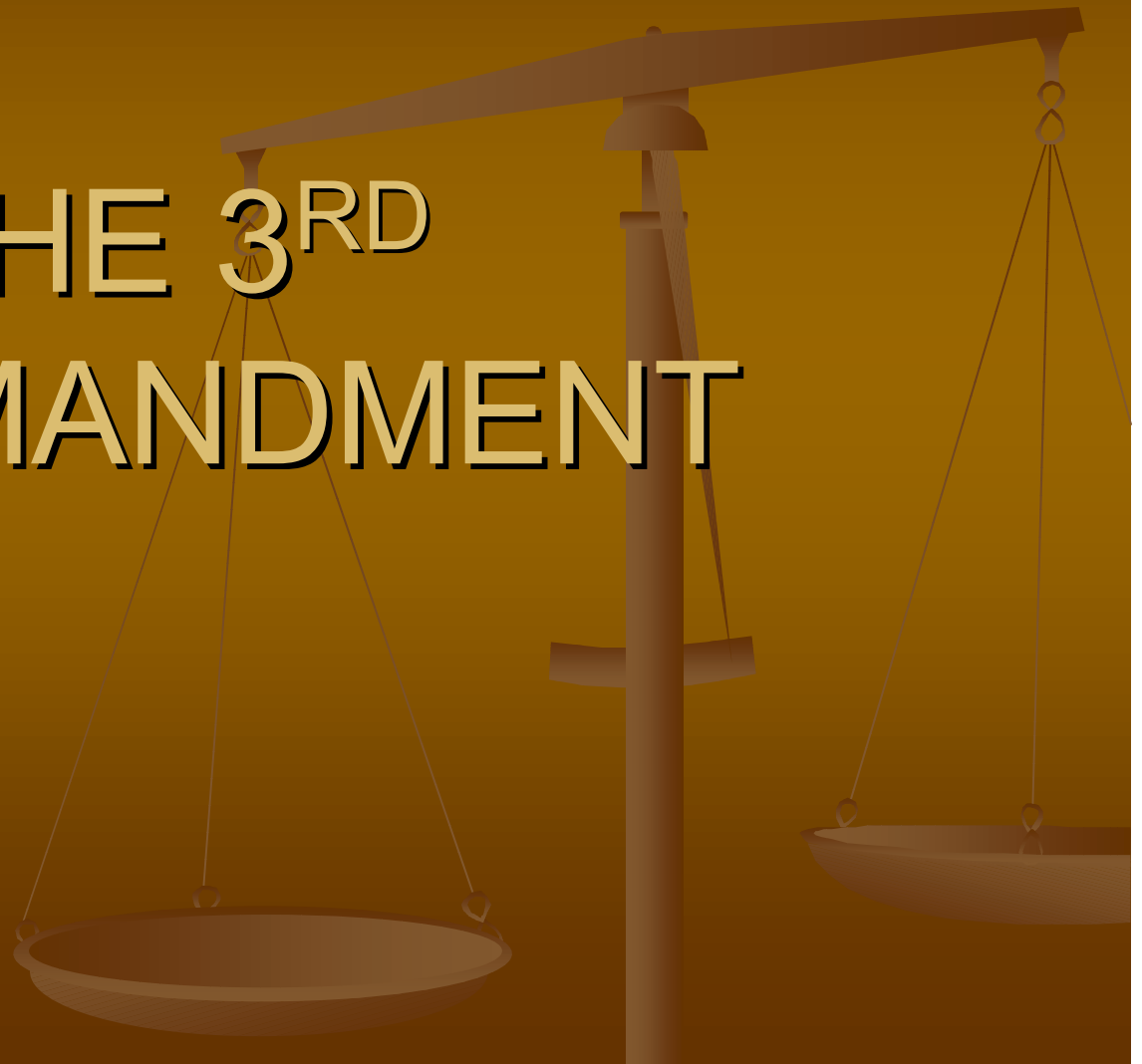


KEEP CALM

- KEEP CALM AT ALL TIMES. WHEN AN ISSUES ARISES AND OTHER ARE LOSING THEIR HEADS, KEEP YOUR COOL AND CALM.

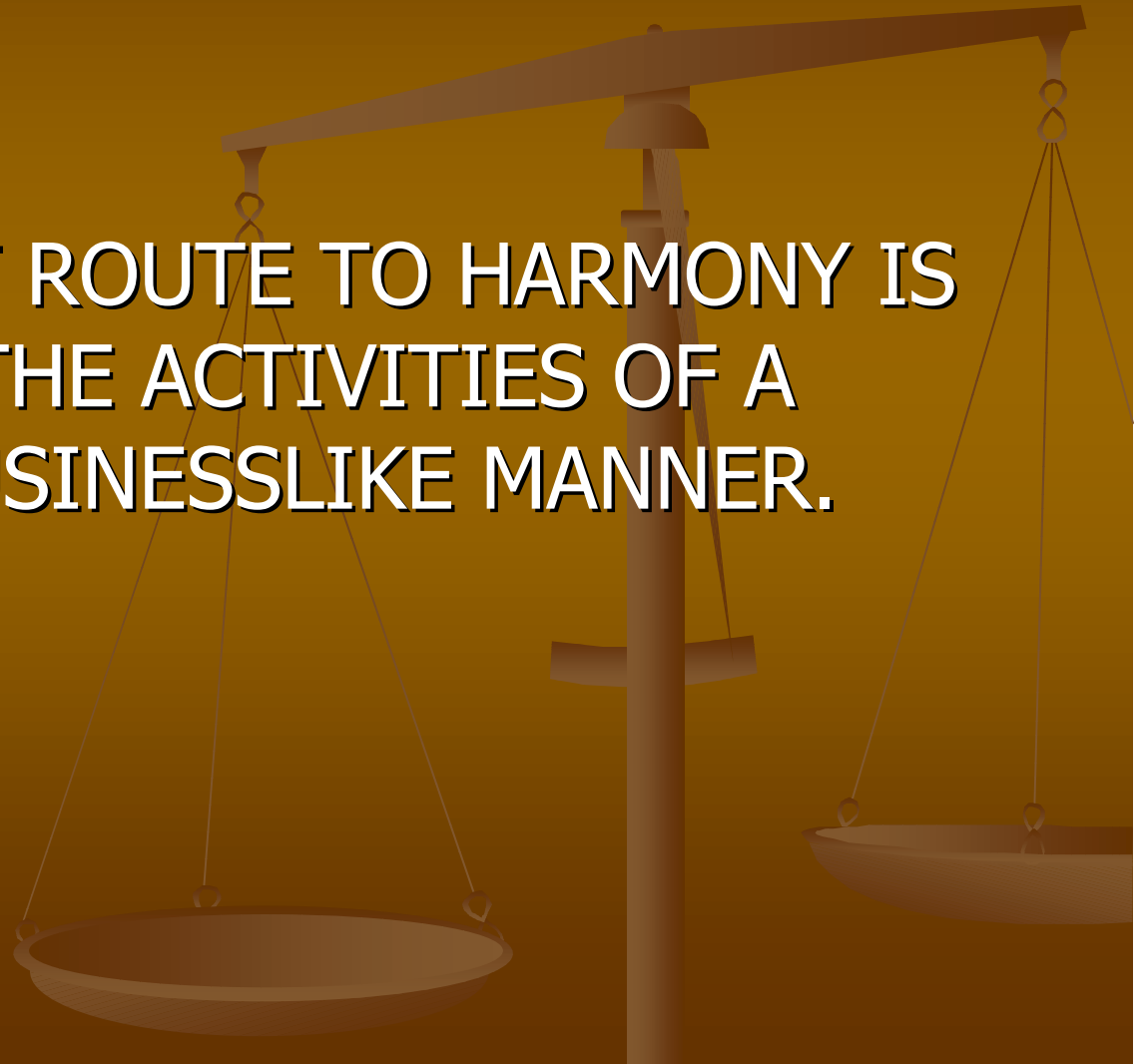


THE 3RD COMMANDMENT

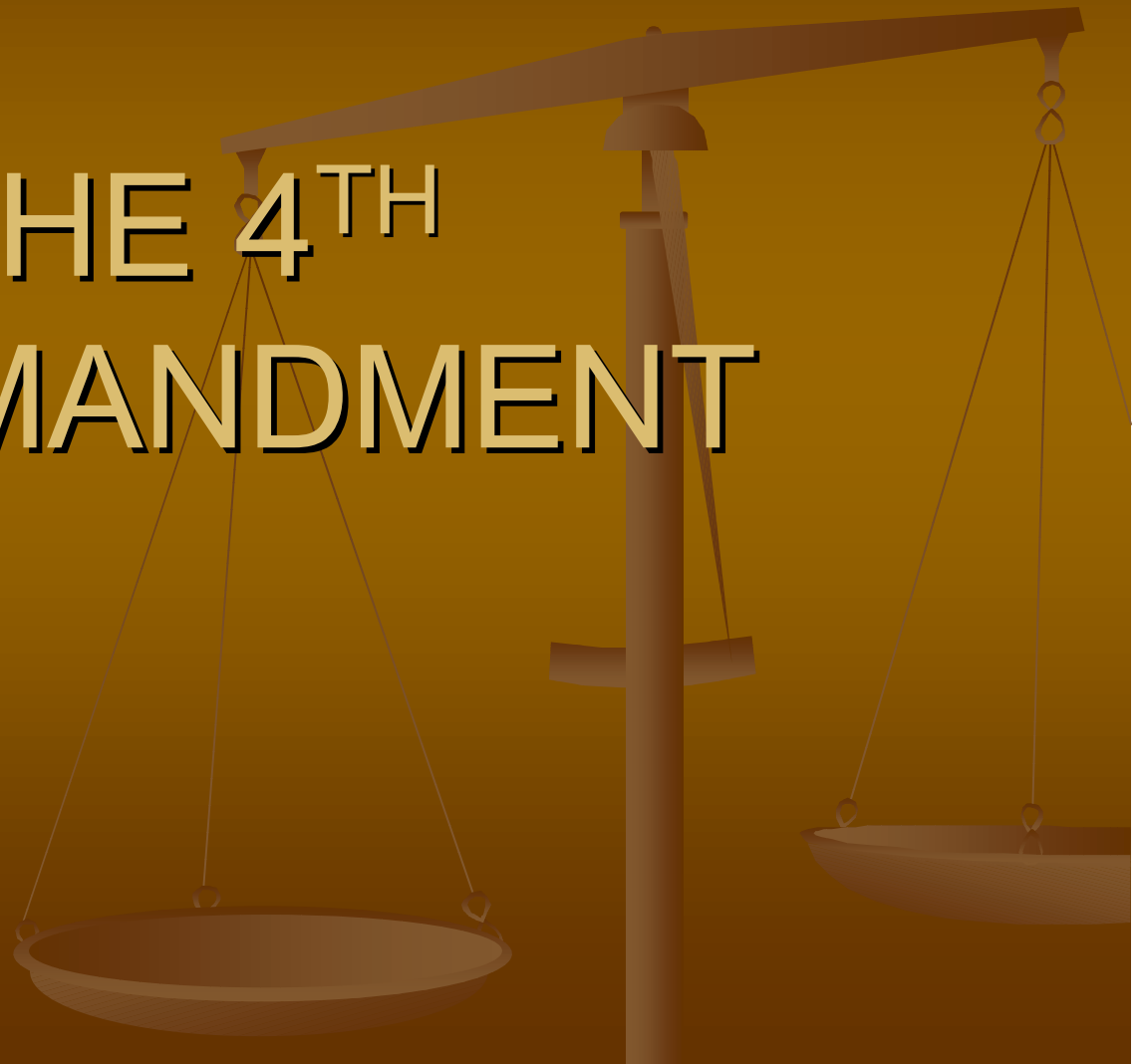


BE BUSINESSLIKE

- THE SHORTEST ROUTE TO HARMONY IS CONDUCTING THE ACTIVITIES OF A GROUP IN A BUSINESSLIKE MANNER.

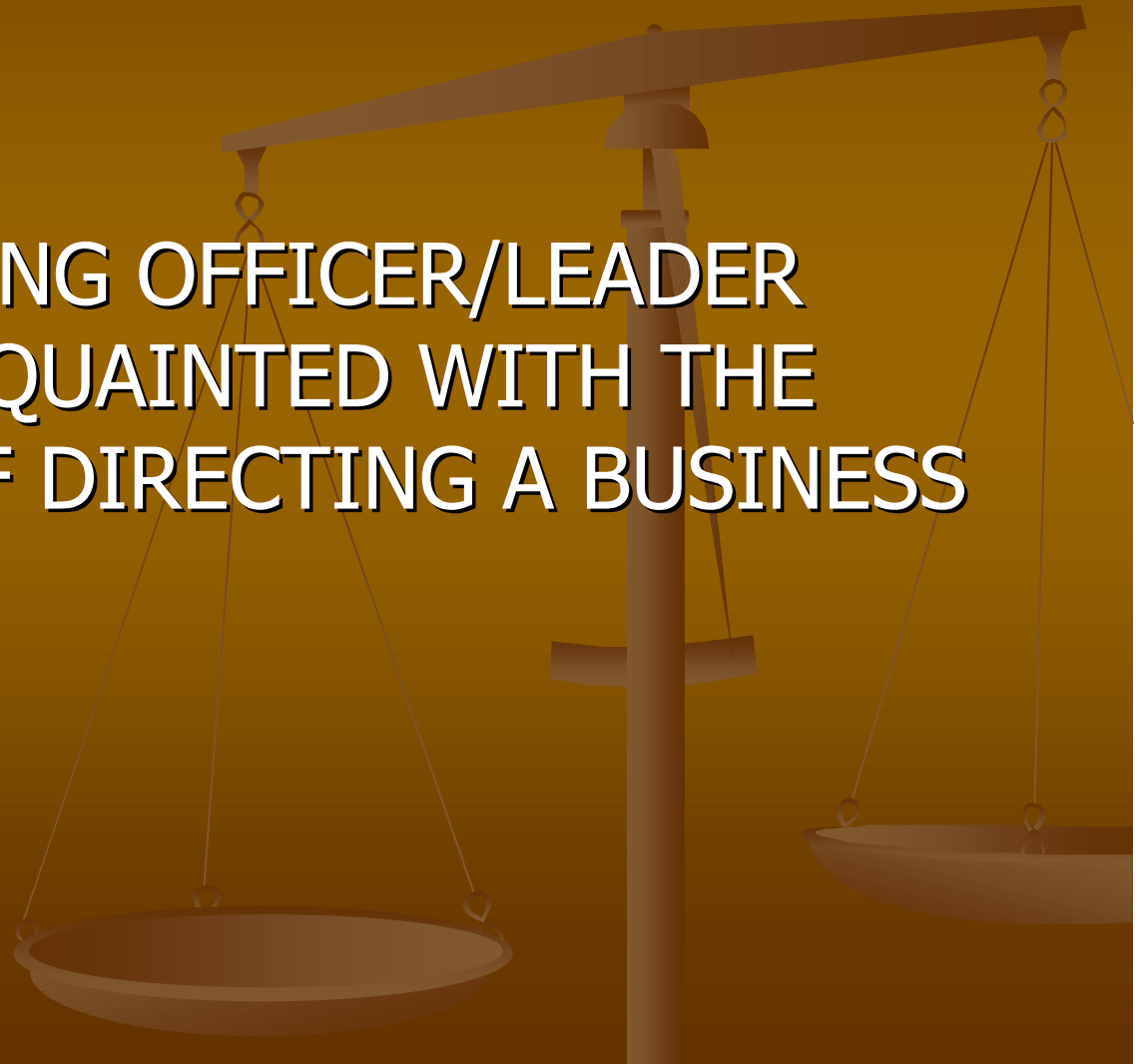


THE 4TH COMMANDMENT

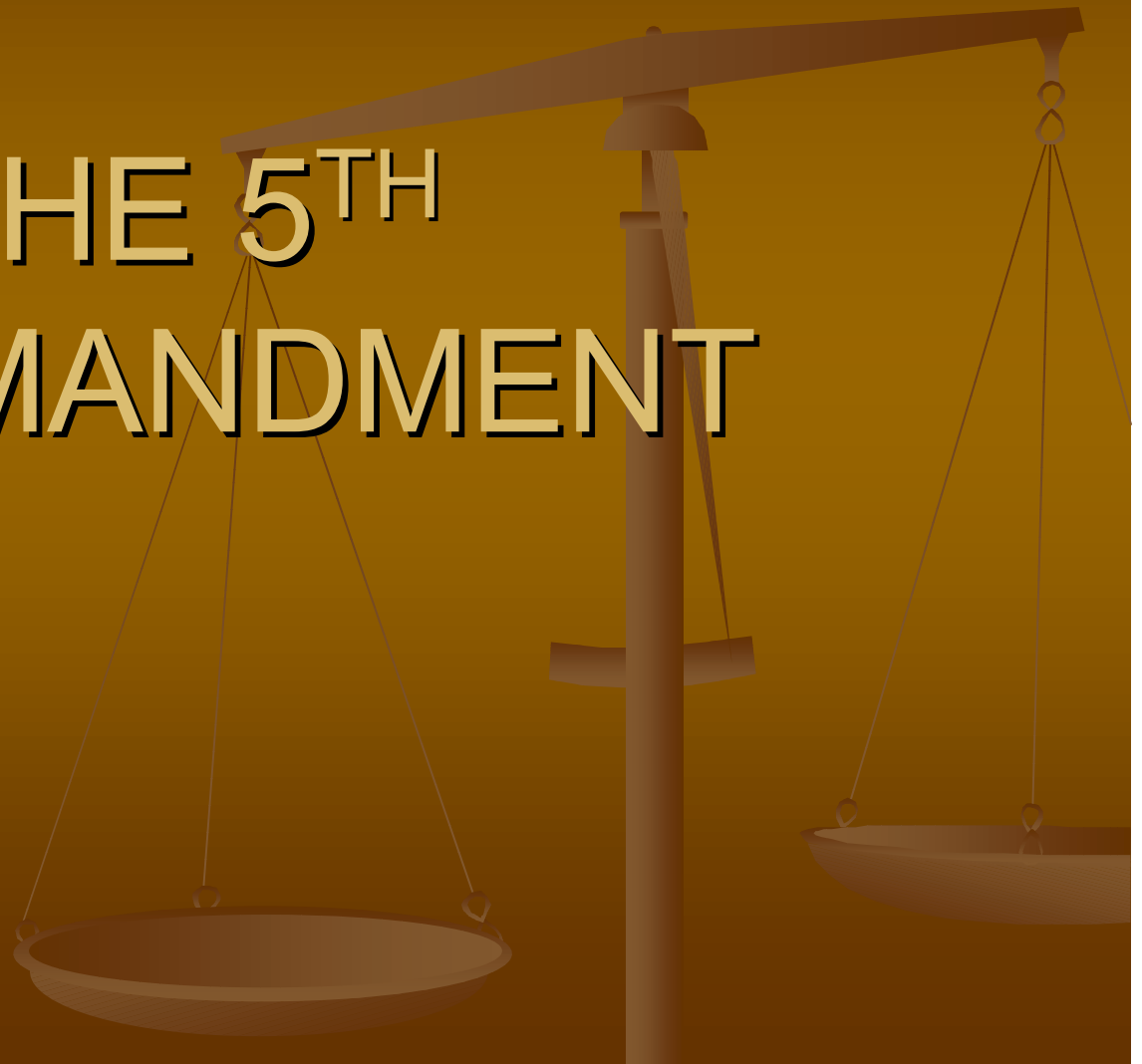


STUDY PARLIAMENTARY PROCEDURE

- EVERY PRESIDING OFFICER/LEADER SHOULD BE ACQUAINTED WITH THE BASIC LAWS OF DIRECTING A BUSINESS MEETING.

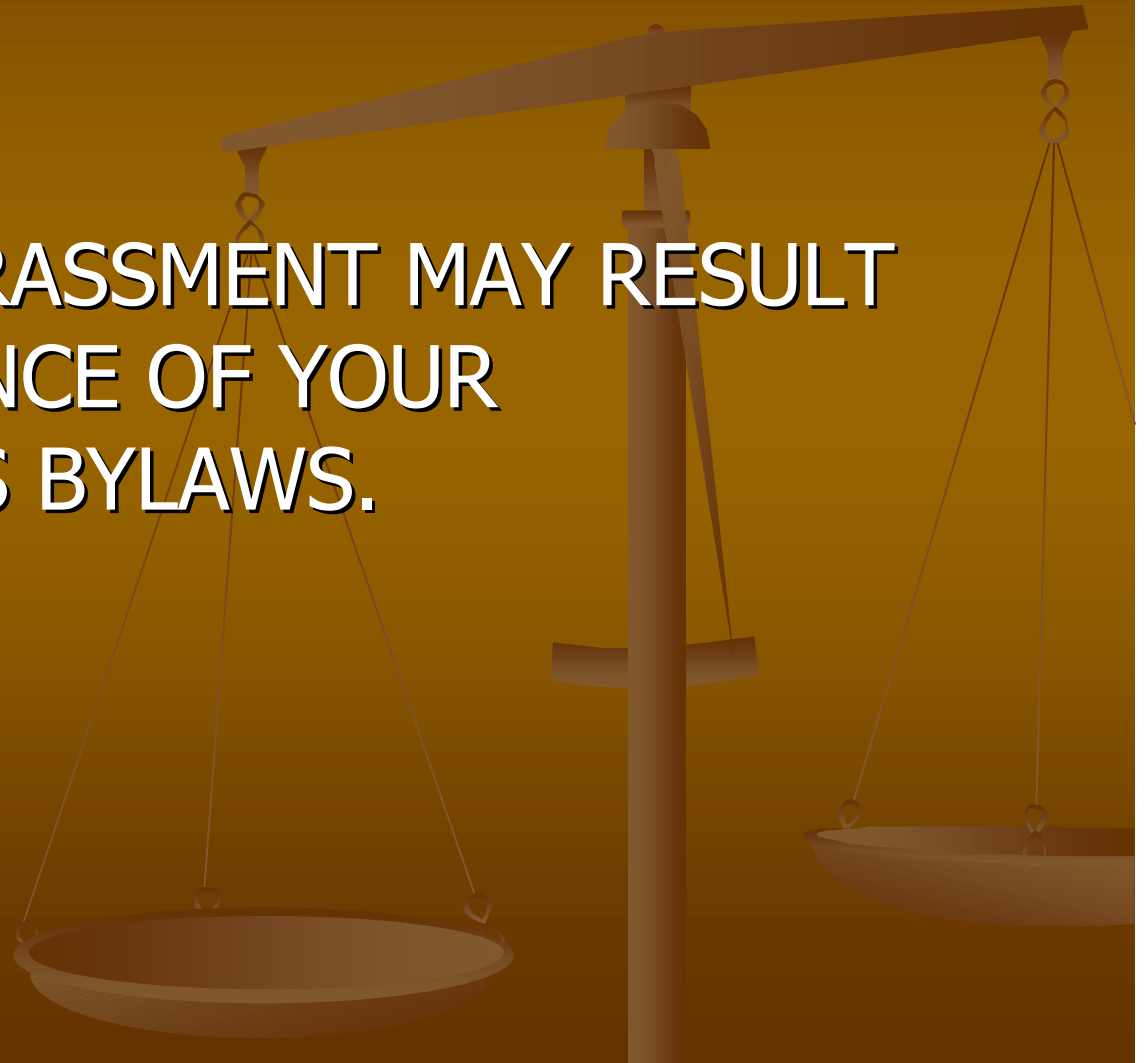


THE 5TH COMMANDMENT

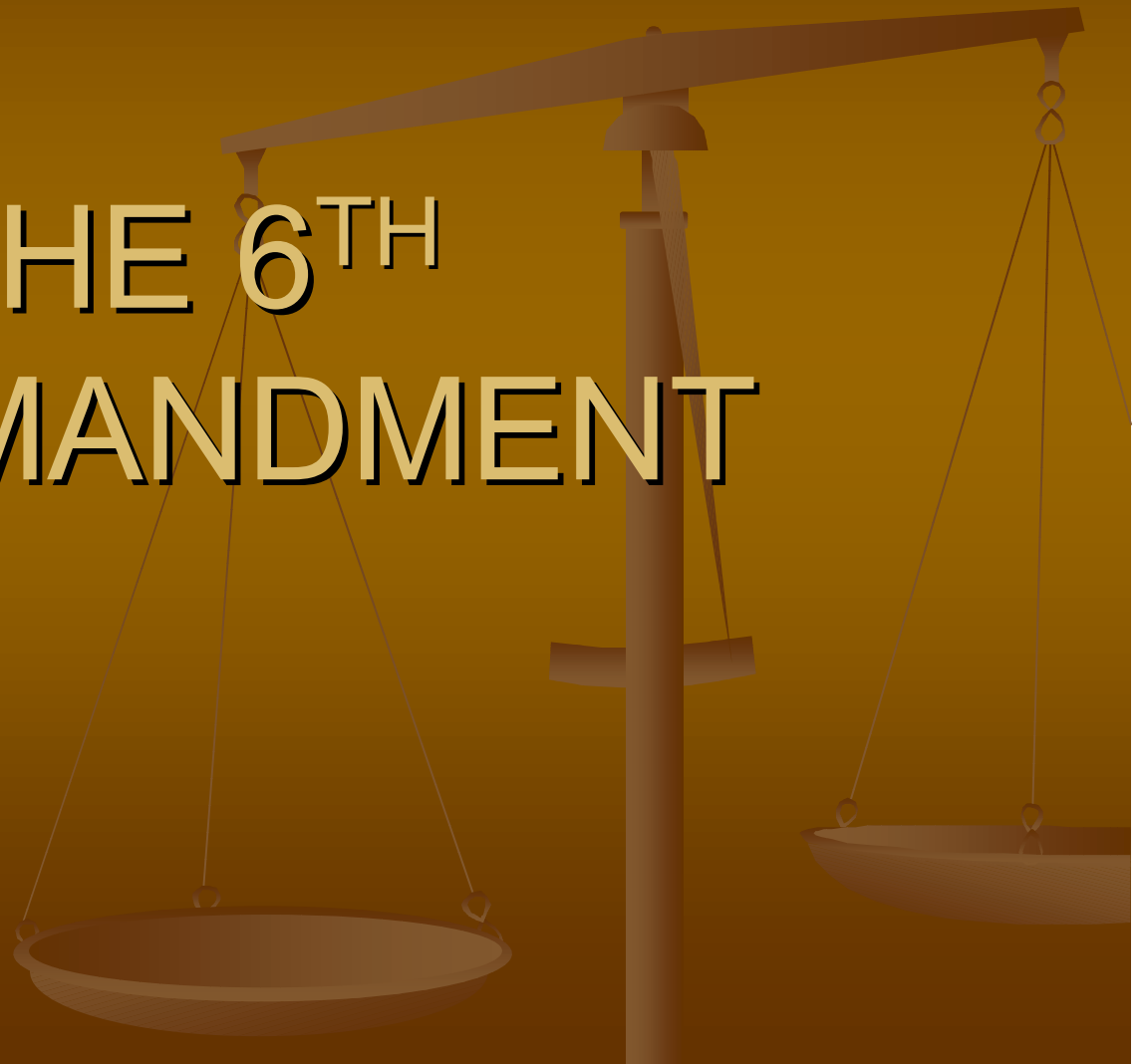


KNOW YOUR BYLAWS

- GREAT EMBARRASSMENT MAY RESULT FROM IGNORANCE OF YOUR ASSOCIATION'S BYLAWS.
- BE INFORMED.

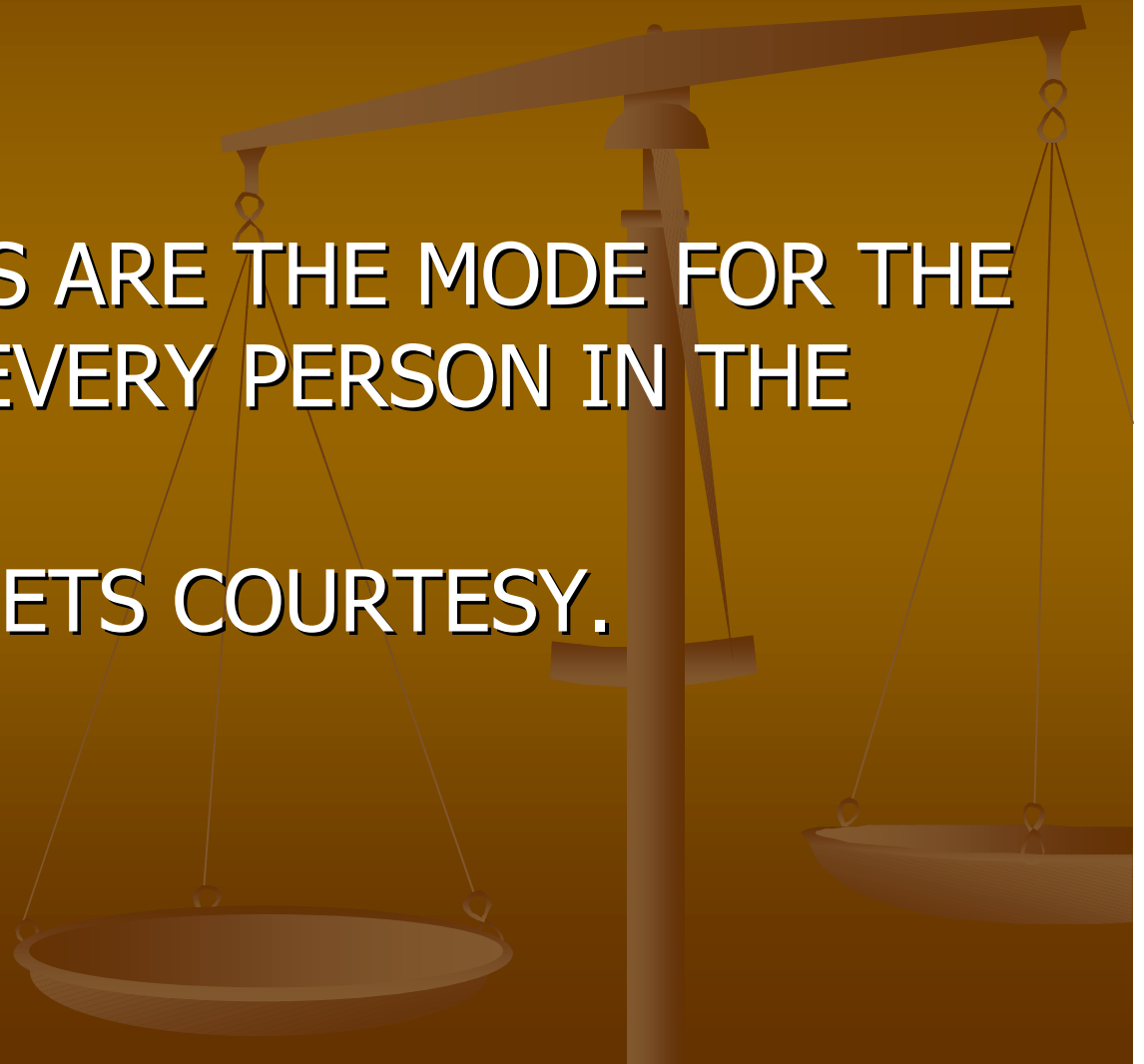


THE 6TH COMMANDMENT



BE COURTEOUS

- YOUR MANNERS ARE THE MODE FOR THE BEHAVIOR OF EVERY PERSON IN THE GROUP.
- COURTESY BEGETS COURTESY.



A golden scale of justice is positioned on the right side of the image, set against a dark brown background. The scale's beam is tilted upwards on the right side, and its two pans are empty. The text 'THE 7TH COMMANDMENT' is centered on the left side of the scale's beam.

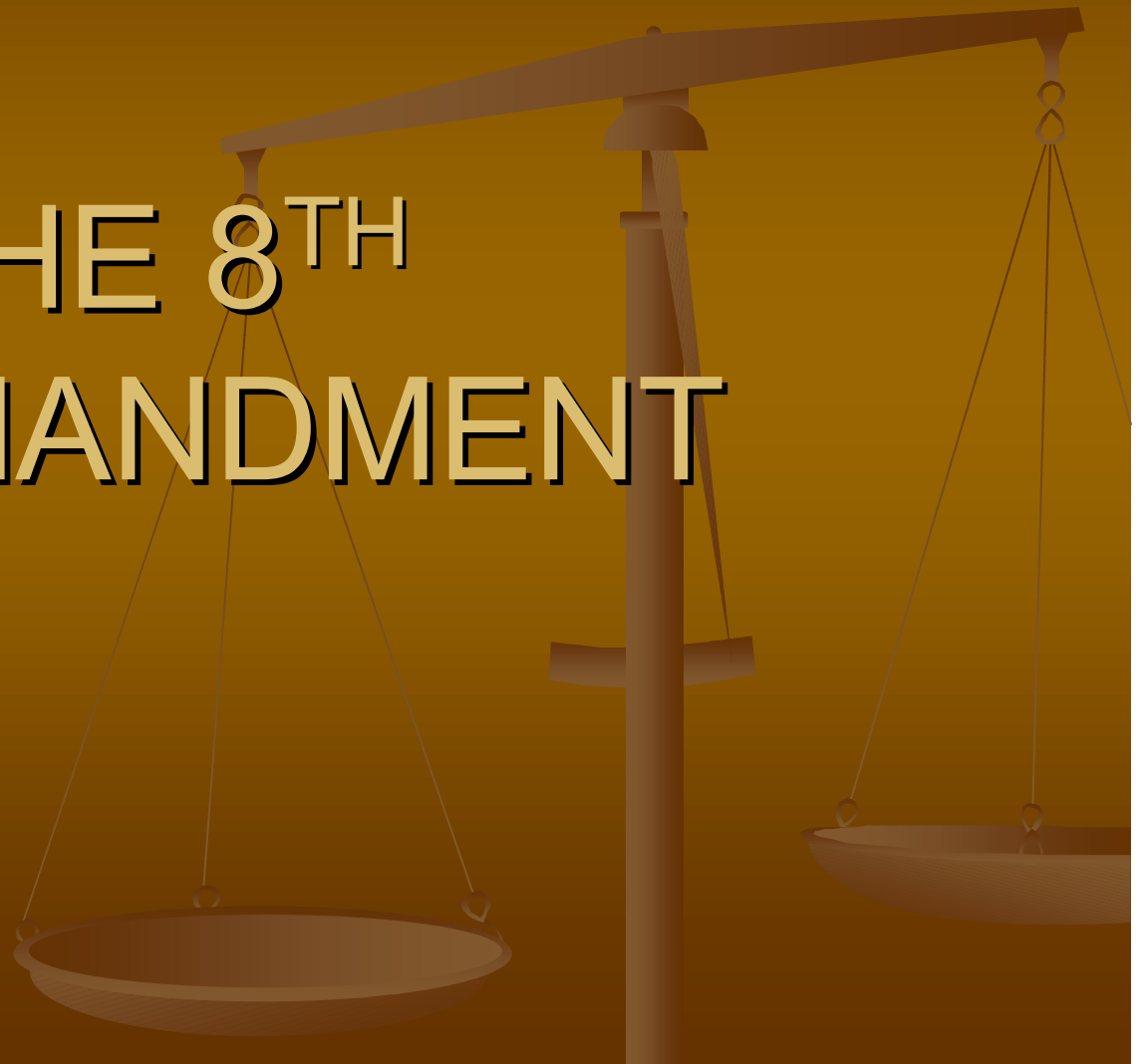
THE 7TH
COMMANDMENT

BE APPRECIATIVE

- WORDS OF PRAISE AND ENCOURAGEMENT FROM YOU WILL SIMULATE EVEN THE MOST COMPLACENT COMMITTEES.

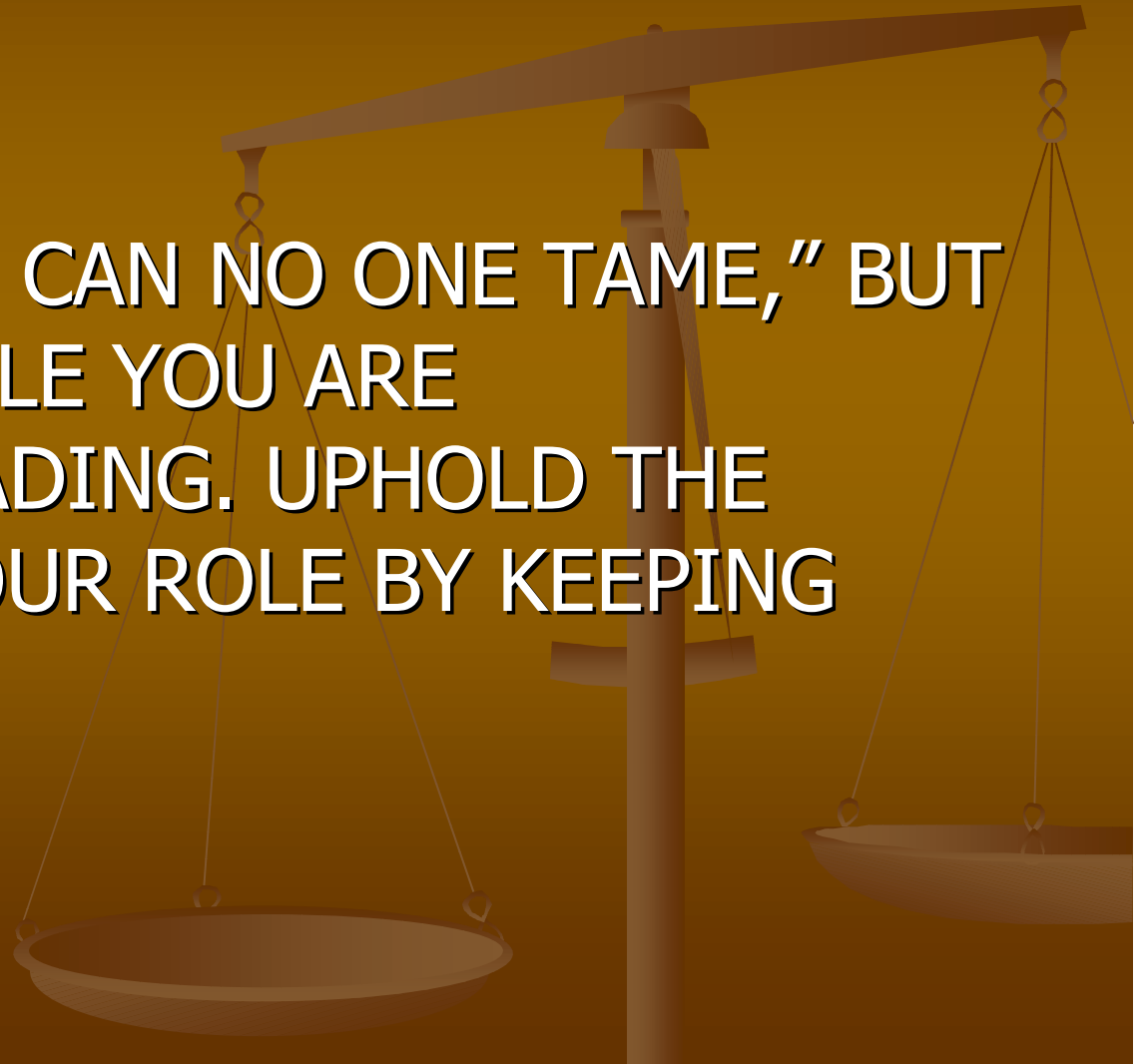


THE 8TH COMMANDMENT



BE TACTFUL

- “THE TONGUES CAN NO ONE TAME,” BUT TRY HARD WHILE YOU ARE PRESIDING/LEADING. UPHOLD THE DIGNITY OF YOUR ROLE BY KEEPING YOUR POISE.

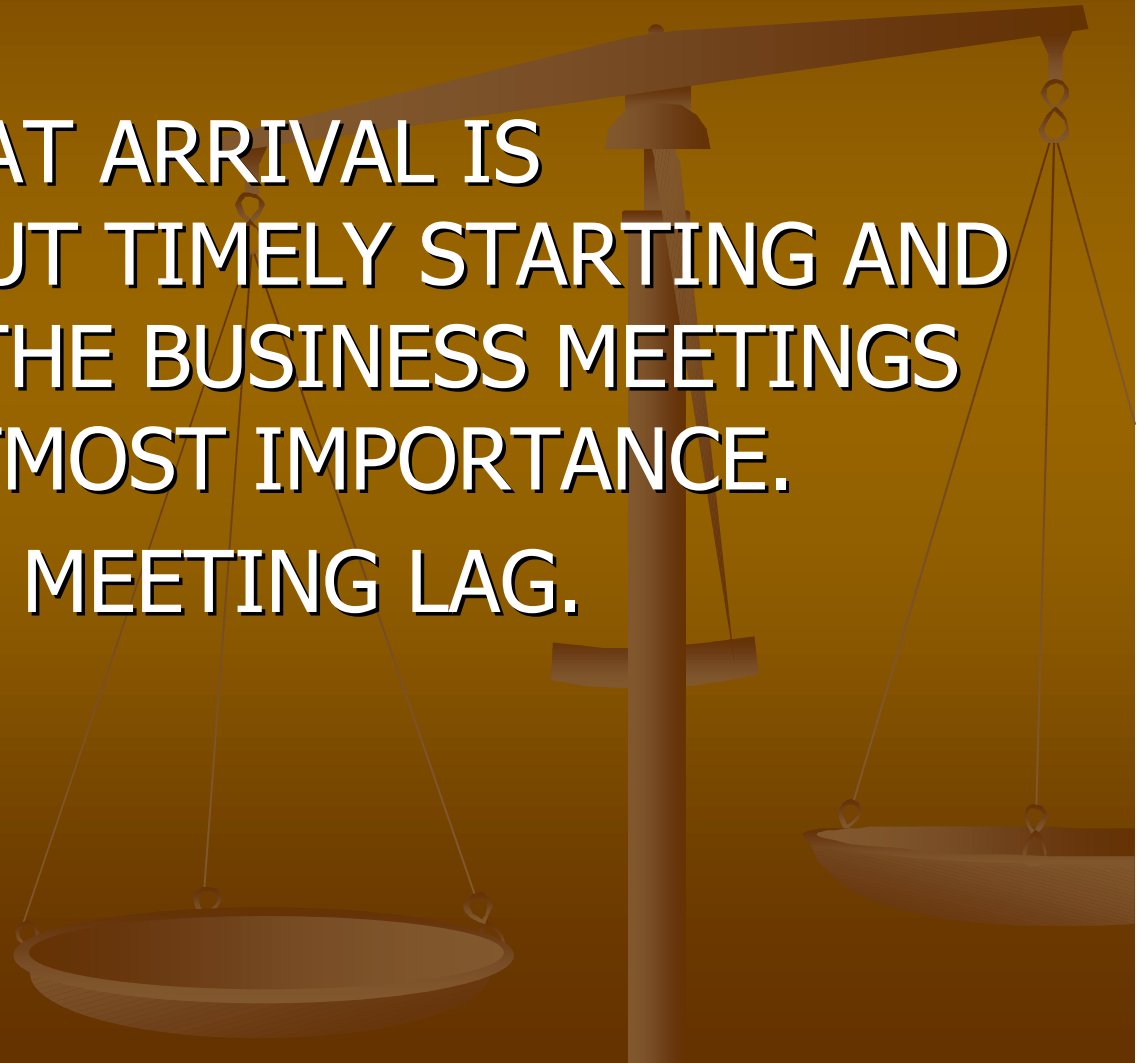




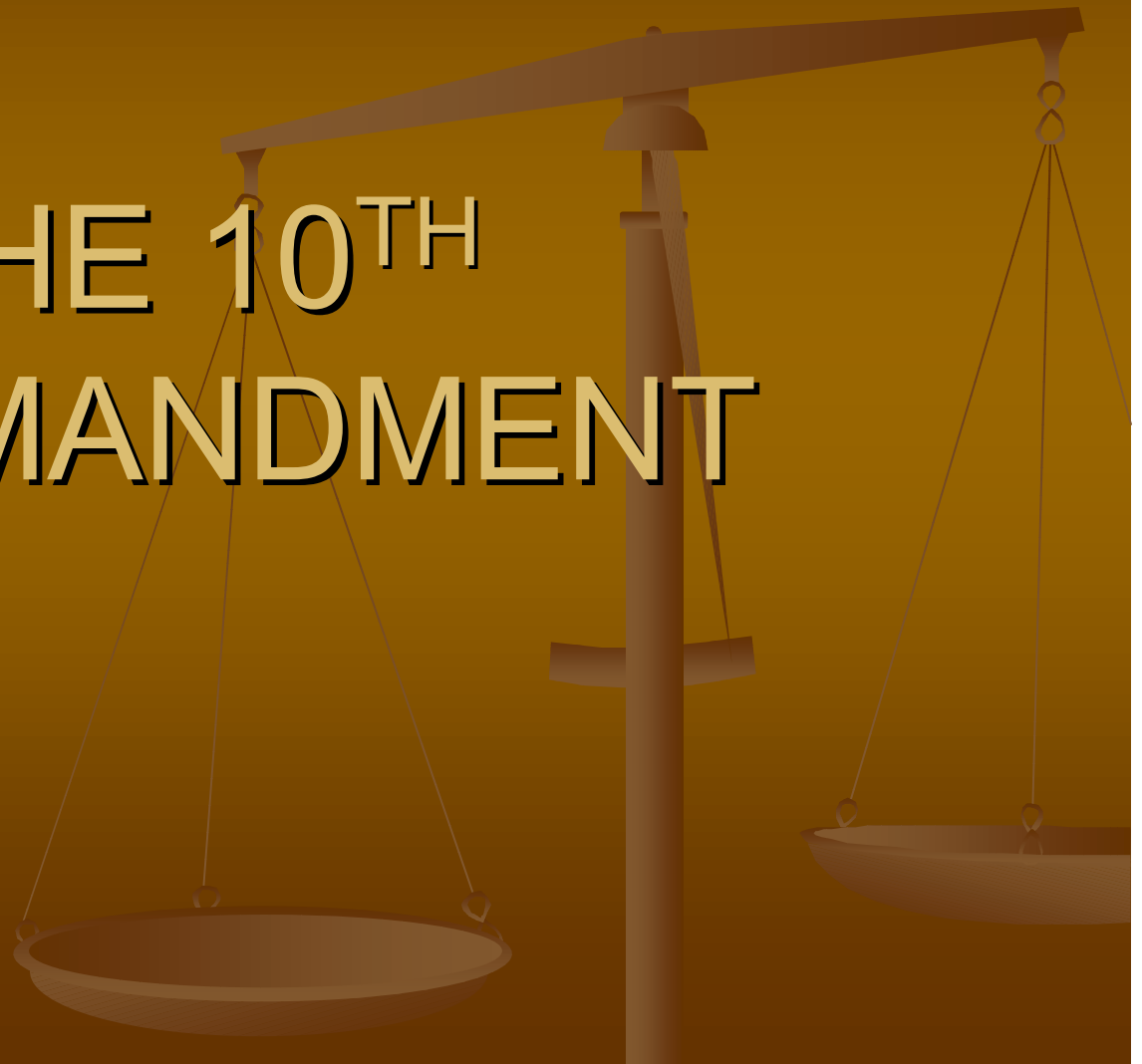
THE 9TH
COMMANDMENT

BE ON TIME

- PUNCTUALITY AT ARRIVAL IS IMPORTANT, BUT TIMELY STARTING AND STOPPING OF THE BUSINESS MEETINGS ARE OF THE UTMOST IMPORTANCE.
- DON'T LET THE MEETING LAG.



THE 10TH COMMANDMENT



BE CHARITABLE

- TRY TO ACHIEVE A MEASURE OF GENTLENESS, KINDNESS, HUMILITY AND RESPECT FOR OTHERS.

