

Local History Collection
 South Pasadena Public Library
 South Pasadena, California

Parent Teacher Association (PTA) Archive

Name: **Parent Teacher Association (PTA) Archive** **MC0014**

Materials: Manuscript, Budget Reports, Certificates, Membership Information, Newsletters, Bound Volumes, Plaques

Dates: 1911-1984

Volume: 1.528 cubic feet (3 standard document boxes)

Donation: N/A

Usage: Unless otherwise stated by SPPL staff, these records are open for research without restrictions.

Historical Note

The National Parent Teacher Association (PTA) began in 1897 with the help of over 2,000 parents, teachers, legislators, and laborers. Currently, the PTA is the largest volunteer child advocacy organization in the nation. The National PTA has established programs for the creation of kindergarten classes, child labor laws, public health service, lunch programs, juvenile justice system, mandatory immunization, arts in education, and school safety.

Collection Description

This collection contains objects and documents related to PTA organizations within the South Pasadena Unified School District. Items in this collection include manuscript, budget reports, certificates, membership information, newsletters, bound volumes, plaques, and more.

Series and Subseries

- I. Certificates** **1 box**
 Framed charter certificate establishing the El Centro School PTA. Dated 1911.
- II. Parent Teacher Association (PTA) Board Meeting Minutes** **1 folder**
 Various PTA Board Meeting Minutes from schools in South Pasadena, California. Dated 1978 to 1979.

- III. Parent Teacher Association (PTA) Membership** **2 folders**
Documents related to PTA membership and membership drives. Dated 1911 to 1980.
- IV. Parent Teacher Association (PTA) Annual Reports** **10 folders**
This series contains annual reports from El Centro PTA. Dated from 1911 to 1979.
- V. Budgets** **1 folder**
This series contains PTA budget reports, Treasurer's Reports, and Auditor's Reports. Dated from 1964 to 1981.
- VI. Parent Teacher Association (PTA) Manuscript** **9 folders**
This series contains PTA manuscript. Documents include certificates of attainment, newsletters, programs, and Historian's Reports. Dated from 1916 to 1981.
- VII. Parent Teacher Association (PTA) President Meeting Minutes** **3 folders**
This series contains meeting minutes from PTA Presidents. Dated from 1946 to 1955.
- VIII. Newsletters** **7 folders**
This series contains El Centro PTA newsletters. Dated from 1961 to 1979.
- IX. Physical Education Teaching Guide** **1 folder**
This series contains a physical education teaching guide. Dated 1969.
- X. Bound Volumes** **1 box, 2 folders**
This series contains a PTA cookbook, bound meeting minutes, and a bound PTA handbook. Dated from 1944 to 1984.
- XI. Parent Teacher Association (PTA) Notices** **3 folders**
This series contains school event notices, flyers, and guidelines. Dated 1962 to 1967.
- XII. Plaques** **1 box**
This series contains two El Centro Bicycle Safety Awards. Dated 1960 to 1963.

**Container List
MC0014**

I. Certificates, [1911]

<u>Location</u>	<u>Contents</u>	<u>Dates</u>
MC0014 04	El Centro PTA Charter Certificate	1911

II. Parent Teacher Association (PTA) Board Meeting Minutes, [1978-1979]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
01	1	June 12, 1978 Minutes	1978
01	1	September 12, 1978 Minutes	1978
01	1	October 10, 1978 Minutes	1978
01	1	November 21, 1978 Minutes	1978
01	1	January 9, 1979 Minutes	1979
01	1	February 13, 1979 Minutes	1979

III. Parent Teacher Association (PTA) Membership, [1911-1980]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
01	2	Membership Expenses	1964-1965
01	2	Membership Report	1964-1965
01	2	Membership Daily Count	1964-1965
01	2	Membership Report	1964-1965
01	2	P.T.A. Membership List	1964-1965
01	2	Welcome Letter	n.d.
01	2	Membership Contest Results	1964-1965
01	2	P.T.A. Proposed Budget	1964-1965
01	2	Membership Contest Letter	1970
01	2	Member List	1964-1965
01	2	Membership Invitation	1964-1965
01	2	Membership Daily Count	1965-1966
01	2	Membership Report	1966-1967
01	2	Membership Report	1965-1966
01	2	Membership Contest Results	1966-1967
01	2	Membership List	1967-1968
01	2	Report of the Membership Chairman	1967-1968
01	2	Membership Chairmen List	1968-1969
01	2	Membership Letter	1969
01	2	Membership Letter	1969
01	2	"Single Parents and the PTA"	n.d.
01	2	Report on PTA Membership Week Contest	n.d.
01	2	Membership Contest	n.d.
01	2	Membership Enrollment Award	1975
01	2	Membership Enrollment Award	1976
01	2	El Centro Membership List	1976-1977
01	2	Membership Drive	1975-1976
01	2	Letter from Cathy Ahia to Parents	1976
01	2	Letter from Cheryl Brown to Parents	1977
01	2	Membership List	1977-1978

01	2	Manuscript	1977-1978
01	2	P.T.A. Officers	1979-1980
01	2	Welcome Letter	n.d.
01	2	Membership Letter	n.d.
01	2	Membership Letter	n.d.
01	2	Membership Drive Poster	n.d.
01	2	Membership Drive Poster	n.d.
01	2	Membership and Dues	1979
01	2	Membership Week, October 4-11	n.d.
01	4	Honorary Life Memberships	1972
01	4	Past PTA Presidents	1911-1973

IV. Parent Teacher Association (PTA) Annual Reports, [1911-1979]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
01	3	Annual Narrative Report	1970
01	3	Annual Report	1971
01	3	Annual Report	1972
01	3	Annual Report	1973
01	3	Annual Report	1974
01	3	Annual Report	1974
01	3	Annual Report	1978-1979
01	3	Annual Report Form	1978
01	3	Annual Report of Volunteer Time	n.d.
02	2	El Centro Annual Reports	1911-1917
02	2	El Centro Annual Reports	1917-1920
02	2	El Centro Annual Reports	1920-1922
02	2	El Centro Annual Report	1922-1923
02	3	El Centro PTA Annual Reports	1923-1925
02	3	El Centro PTA Annual Report	1924-1925
02	3	El Centro PTA Annual Report	1925-1926
02	3	El Centro PTA Annual Reports	1925-1927
02	4	El Centro PTA Annual Reports	1927-1930
02	4	El Centro PTA Annual Report	1929-1930
02	4	El Centro PTA Annual Report	1930-1931
02	4	El Centro PTA Annual Report	1932-1933
02	4	El Centro PTA Annual Report	1933-1934
02	4	El Centro PTA Annual Report	1934-1935
02	4	El Centro PTA Annual Report	1935-1936
02	5	El Centro PTA Annual Report	1936-1937
02	5	El Centro PTA Annual Report	1937-1938
02	5	El Centro PTA Annual Report	1938-1939
02	5	El Centro PTA Annual Report	1939-1941
02	5	El Centro PTA Annual Report	1941-1942
02	6	El Centro PTA Annual Report	1942-1943
02	6	El Centro PTA Annual Report	1943-1944
02	6	El Centro PTA Annual Report	1944-1945
02	6	El Centro PTA Annual Report	1945-1946
02	7	El Centro PTA Annual Report	1950-1951
02	7	El Centro PTA Annual Report	1951-1952
02	8	El Centro PTA Annual Report	1968-1969

02	8	El Centro PTA Annual Report	1970
03	6	El Centro PTA Annual Report	1967-1968
03	6	El Centro PTA Annual Report	1966-1967
03	6	El Centro PTA Annual Report	1965-1966
03	6	El Centro PTA Annual Report	1964-1965
03	6	El Centro PTA Annual Report	1961-1962
03	6	El Centro PTA Annual Report	1960-1961
03	6	El Centro PTA Annual Report	1959-1960
03	7	El Centro PTA Annual Report	1958-1959
03	7	El Centro PTA Annual Report	1957-1958
03	7	El Centro PTA Annual Report	1956-1957
03	7	El Centro PTA Annual Report	1955-1956

V. Budgets, [1964-1981]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
01	4	Proposed Budget	1964-1965
01	4	Proposed Budget	1965-1966
01	4	Status of Budget Account	1968-1969
01	4	Auditor Report for PTA	1976-1977
01	4	Treasurer's Report	1977-1978
01	4	Annual Summary	1978
01	4	PTA Budget	1978-1979
01	4	Auditor's Report	1978
01	4	Arroyo Vista Treasurer's Report	1980
01	4	Arroyo Vista PTA Budget	1980
01	4	Arroyo Vista Treasurer's Report	1981
01	4	El Centro PTA Budget	1976-1977

VI. Parent Teacher Association (PTA) Manuscript, [1916-1981]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
01	5	El Centro PTA Newsletter	1968
01	5	SPUSD Newsletter	1981
01	5	El Centro PTA By-Laws	1967
01	5	PTA Council Program Booklet	1978-1979
01	5	El Centro School Newsletter	1976
02	2	Constitution and History Summary	1935-1936
02	2	El Centro PTA Program	1916-1917
02	2	El Centro PTA Program	1919-1920
02	3	El Centro Legislature Chair Report	1923
02	3	Correspondence from Mrs. J.H. Cox	1924
02	3	El Centro PTA Treasurer's Report	1924
02	4	El Centro PTA Program	1931-1932
02	5	California Congress of Parents and Teachers Certificate	1935-1936
02	5	"Romance of the Ranchos" Event Flyer	n.d.
02	5	California Congress of Parents and Teachers Certificate	1941
02	5	Certificate of Attainment	1940-1941
02	5	El Centro Constitution	n.d.

02	5	Certificate of Attainment	1941-1942
02	6	El Centro PTA Program	1942-1943
02	6	Certificate of Attainment	1943-1944
02	6	1944 Harvest Show Ribbon	1944
02	6	El Centro PTA Calendar	1944-1945
02	6	Certificate of Attainment	1944-1945
02	6	Certificate of Attainment	1945-1946
02	6	Certificate of Attainment	1946-1947
02	6	California Congress of Parents and Teachers Certificate	1946-1947
02	7	El Centro PTA Historian's Report	1946-1947
02	7	El Centro PTA Historian's Report	1947-1948
02	7	El Centro PTA Year Book	1948-1949
02	7	El Centro PTA Historian's Report	1948-1949
02	7	El Centro PTA Historian's Report	1949-1950
02	7	El Centro PTA Father's Night	1950
02	8	El Centro PTA Historian's Report	1952-1953
02	8	El Centro March of Dimes Certificate	1954
02	8	El Centro PTA Historian's Report	1953-1954
02	8	El Centro PTA Historian's Report	1954-1955
02	8	El Centro PTA Year Book	1955-1956
02	8	Correspondence from the Boys' and Girl's Aid Society	1916
02	8	El Centro PTA Historian's Report	1955-1957
02	8	Citizenship Report	1966-1967
02	8	El Centro PTA Historian's Report	1968-1969
03	6	El Centro PTA Membership Roster	1968

VII. Parent Teacher Association (PTA) President Meeting Minutes, [1946-1955]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
01	6	Lilo Boss Minutes	1946-1947
01	6	J. Nahigian Minutes	1947-1948
01	7	Mowrer Minutes	1948-1949
01	7	Ruth Amerine Minutes	1949-1950
01	7	Ruby Allen Minutes	1950-1951
01	8	N. Haverly Minutes	1951-1953
01	8	Vara Elliot Minutes	1953-1955

VIII. Newsletters, [1961-1979]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
01	9	El Centro November Newsletter	1968
01	9	El Centro January Newsletter	1969
01	9	El Centro February Newsletter	1969
01	9	El Centro March Newsletter	1969
01	9	El Centro April Newsletter	1969
01	9	El Centro May Newsletter	1969
01	9	El Centro September Newsletter	1969
01	9	El Centro October Newsletter	1969

01	9	El Centro November Newsletter	1969
01	10	Lincoln School January Newsletter	1962
01	10	Lincoln School September Newsletter	1963
01	10	Lincoln School October Newsletter	1963
01	10	Lincoln School February Newsletter	1964
01	10	Lincoln School September Newsletter	1961
01	10	Lincoln School September Newsletter	1964
01	10	El Centro October Newsletter	1968
01	10	El Centro September Newsletter	1976
01	10	El Centro October Newsletter	1976
01	11	El Centro Bell November 1974	1974
01	11	El Centro Bell October 1976	1976
01	11	El Centro Bell December 1976	1976
01	11	El Centro Bell May/June 1977	1977
01	11	El Centro Bell September 1977	1977
01	11	El Centro Bell February 1978	1978
01	11	El Centro Bell October 1978	1978
01	11	El Centro Bell November 1978	1978
01	11	El Centro Bell December 1978	1978
01	11	El Centro Bell January 1979	1979
01	11	El Centro Bell February 1979	1979
01	11	El Centro Bell March 1979	1979
01	11	El Centro Bell May 1979	1979
01	11	El Centro Bell June 1979	1979
03	3	El Centro PTA May 1963	1963
03	3	El Centro PTA March 1963	1963
03	3	El Centro PTA February 1963	1963
03	3	El Centro PTA January 1963	1963
03	3	El Centro PTA December 1962	1962
03	3	El Centro PTA November 1962	1962
03	3	El Centro PTA October 1962	1962
03	3	El Centro PTA September 1962	1962
03	3	El Centro PTA June 1962	1962
03	3	El Centro PTA May 1962	1962
03	3	El Centro PTA April 1962	1962
03	3	El Centro PTA March 1962	1962
03	4	El Centro PTA February 1962	1962
03	4	El Centro PTA January 1962	1962
03	4	El Centro PTA December 1961	1961
03	4	El Centro PTA November 1961	1961
03	4	El Centro PTA October 1961	1961
03	4	El Centro PTA September 1961	1961
03	4	El Centro PTA June 1961	1961
03	4	El Centro PTA May 1964	1964
03	4	El Centro PTA April 1964	1964
03	4	El Centro PTA March 1964	1964
03	4	El Centro PTA February 1964	1964
03	4	El Centro PTA January 1964	1964
03	4	El Centro PTA December 1963	1963
03	4	El Centro PTA November 1963	1963
03	5	El Centro PTA October 1963	1963
03	5	El Centro PTA June 1963	1963

03	5	El Centro PTA May 1965	1965
03	5	El Centro PTA February 1965	1965
03	5	El Centro PTA December 1964	1964
03	5	El Centro PTA November 1964	1964
03	5	El Centro PTA October 1964	1964
03	5	El Centro PTA June 1964	1964
03	5	El Centro PTA April 1966	1966
03	5	El Centro PTA February 1966	1966
03	5	El Centro PTA January 1966	1966
03	5	El Centro PTA November 1965	1965
03	5	El Centro PTA January 1967	1967
03	5	El Centro PTA November 1966	1966
03	5	El Centro PTA September 1966	1966
03	6	El Centro PTA October 1968	1968

IX. Physical Education Teaching Guide, [1969]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
02	1	Physical Education Teaching Guide	1969

X. Bound Volumes, [1944-1984]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
02	9	The Parent-Teacher Organization	1944

<u>Location</u>	<u>Contents</u>	<u>Dates</u>
MC0014 03	Manuscript Board Meeting Notes	1948-1955
MC0014 03	Manuscript Board Meeting Notes	1955-1960
MC0014 03	Manuscript Board Meeting Notes	1960-1965
MC0014 04	Marengo School PTA Cookbook	1984

XI. Parent Teacher Association (PTA) Notices, [1962-1967]

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
03	1	"Excessive Violence in Films" Meeting	1967
03	1	Fundraising for El Centro May Dance	n.d.
03	1	El Centro May Dance Invitation	n.d.
03	1	SPUSD Music Department Concert	n.d.
03	1	El Centro Early Dismissal Notice	1965
03	1	Field Trip to Audubon Center of Southern California	1965
03	1	Blood Drive at St. James Church	n.d.
03	1	Application for Summer School	1965
03	1	Pre-Kindergarten Registration	1965
03	1	El Centro Early Dismissal Notice	1965
03	1	Public Schools Week Open House	n.d.
03	1	Easter Egg Hunt	1965
03	1	PTA Paper Drive	n.d.
03	1	Meeting of School Board Candidates	1965
03	1	Parent-Teacher Conferences Notices	1965

03	1	Little League Registration Form	1965
03	1	Pasadena Area Youth Concert	1965
03	1	Youth Concert No. 3	1964
03	1	School Picture Notice	n.d.
03	1	School Picture Notice	n.d.
03	1	El Centro PTA Note	n.d.
03	1	Notice of Open Board Meeting	n.d.
03	1	El Centro School Christmas Program	1964
03	2	Invitation to Christmas Program	1964
03	2	El Centro International Bazaar	n.d.
03	2	Children's Book Week	1964
03	2	Halloween Costume Parade Program	1964
03	2	SPUSD Parent-Teacher Conferences	1964
03	2	Coupons to the Rialto Theater	n.d.
03	2	El Centro Paper Drive Flyer	n.d.
03	2	Fire Safety Booklet	n.d.
03	2	Pasadena Area Youth Concerts	1964-1965
03	2	GRA-Y News Flashes	1964
03	2	GRA-Y Informational Handout	n.d.
03	2	Civil Defense and Disaster Procedure	1963
03	2	El Centro PTA Olympics	1964
03	2	Back-to-School Night Invitation	1964
03	2	Notices Regarding Student Absences	1964
03	2	El Centro Welcome Letter	1964
03	2	El Centro Luncheon Invitation	1964
03	2	Pre-Kindergarten Registration	1964
03	2	Study Group of School Finance	1964
03	2	Suggestions for a Safe Halloween	1963
03	2	Halloween Parade Flyer	1963
03	3	El Centro Welcome Letter	1962

XII. Plaques, [1960-1963]

<u>Location</u>	<u>Contents</u>	<u>Dates</u>
MC0014 04	El Centro Bicycle Safety Award	1960-1961
MC0014 04	El Centro Bicycle Safety Award	1962-1963

This collection was processed by Olivia Shea, January 2020.