

Electronic Membership FAQ's

1. What is the electronic membership system?

- The electronic membership system is an electronic platform that allows people to join PTA at their local unit online.
- The system (Totem) was developed specifically for California State PTA and it collects the dues payment, provides a receipt and an electronic membership card, and simultaneously distributes the per-capita dues payments among the various levels of PTA.
- The electronic membership card can be stored on a smartphone and has the potential to link to member perks.
- The system allows for automatic membership renewals on July 1 and many other features.

2. What are some of the benefits to a local PTA?

- Local PTAs will be able to let members join online with a credit or debit card.
- Local PTA leaders and members will be able to invite friends and family to join with a just a click.
- The system will reduce the need to print out forms, collect checks and make trips to the bank.
- Membership campaigns will be able to utilize social media to increase awareness and membership.
- Anyone, anywhere will be able to join any PTA that participates in the program.

3. How can I join the pilot program?

- District leaders should contact emembership@capta.org if they are interested in participating in the pilot program.
- Council and unit leaders should talk to their districts about upcoming details on the pilot program.
- We will add as many PTAs as we can to the pilot program based on its success. If things are going well, we will keep adding on. If there is a challenge or a something to work out, we will stop until it is resolved.
- We will keep you updated on important work as we move into state-wide launch.

4. How do members know their credit card information is secure?

- The electronic membership system (Totem) uses Stripe, a well-known and well-regarded payment processing system. The storage of card data will comply with the [Payment Card Industry Data Security Standards](#) (PCI DSS). Stripe has been audited by an independent PCI Qualified Security Assessor (QSA) and is certified as a [PCI Level 1 Service Provider](#). This is the most stringent level of certification available in the payment industry.
- We will not store any credit card information on our California State PTA servers.

5. How much will this cost?

- There is no cost for a local unit to use the system.
- Each member that joins using the electronic membership system will pay a \$1 convenience fee per membership. This will cover all the processing fees, and other costs of the system. This dollar will be paid by

the member and it is added on to the membership dues so it will not reduce the portion of dues deposited in the local PTA unit bank account.

- This may save local PTA units money if they are currently mailing membership cards or paying bank fees on cash and check deposits.
- Members still have the option to join with cash, check or any other payment system used by a local PTA.

6. How will local PTA unit leaders know who the members are?

- The electronic membership system will generate a list of members, which local leaders will be able to access the list and keep track of members in the system.
- The leaders will be able to manually enter other members (those who paid with cash or check) into the system
- Leaders will also be able to download the list to an Excel spreadsheet to be used with any membership tracking system they like.

7. Can members still join at a Back to School table?

- Of course! Leaders will be able to use computers, tablets and smartphones to access the electronic system and you can collect cash and checks from members who prefer to join that way.

8. Can I enter and manage members who join with check or cash? Will the members receive an electronic membership card?

- Yes. As long as the local PTA is participating in the electronic system, and the member is willing to give an email address, the PTA leaders will be able to manually upload members names and emails into the system, and they will be able to receive the PTA electronic membership card.

9. Can I use the system if my unit has different dues and membership levels?

- Yes, units who have different dues structures will be able to enter that information into the system.

10. How will a member search for the PTA they would like to join?

- The system will use geo-location and addresses to help people find the right PTA so they do not have to scroll through a long list of PTA's.

11. Can a member sign up for multiple memberships with a single checkout?

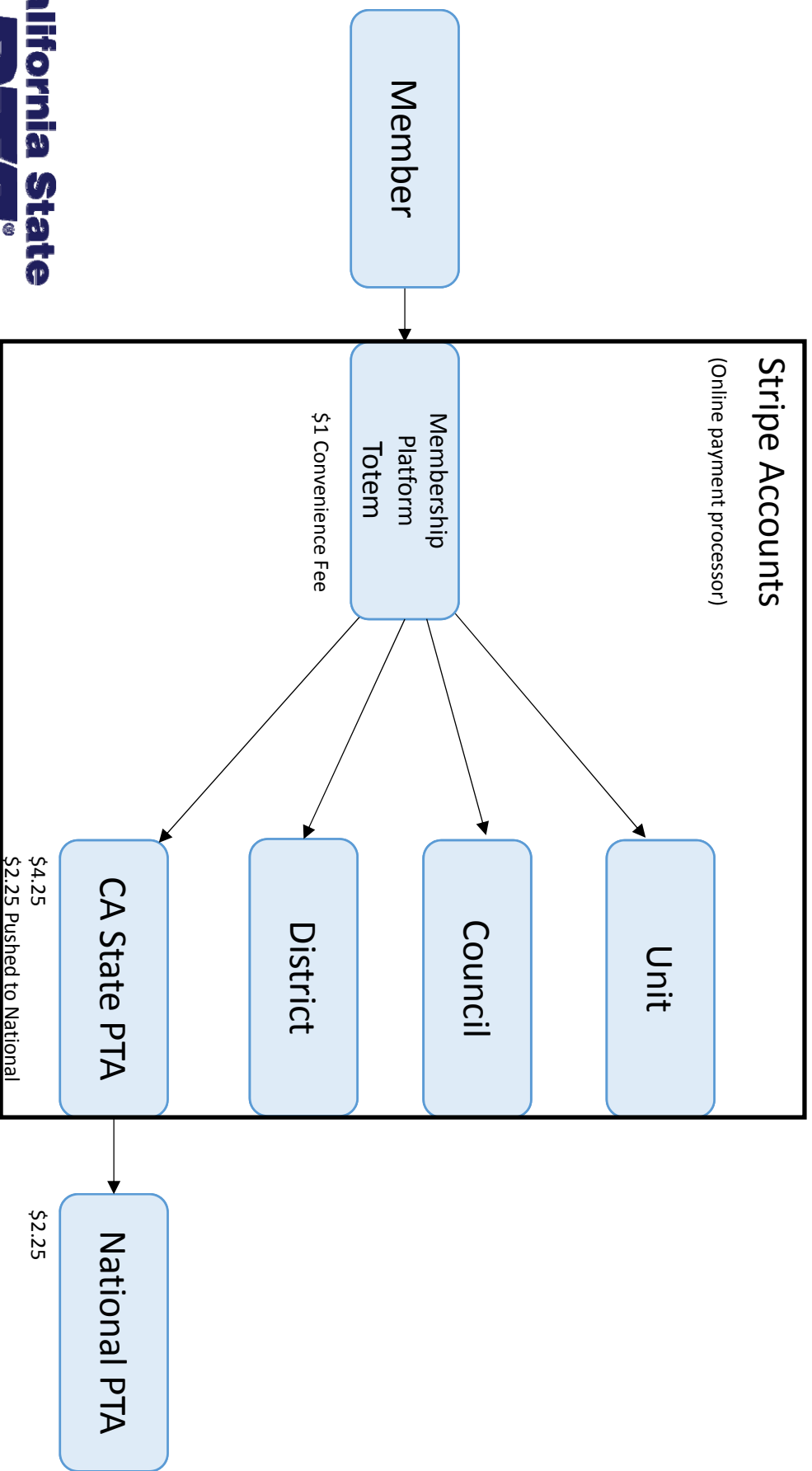
- Yes, the member will have the ability to sign up more than one member during a session such as two parents, or parents and grandparents.

12. What are the steps PTA leaders will complete to connect and verify a bank account?

- The electronic membership system will use a two-factor authentication to connect a bank account.
- There is a visible record for the user who create or modify any account information.
- The electronic membership system requires a second authorized leader to confirm new account information.
- Detailed bank account verification flow in packet.

The system will be available to all PTAs in California as long as they are in good standing, able to provide basic banking information and agree to participate in the program.

Electronic Membership Flow of Money



California State PTA Dues Calculation Website Changes

California State PTA is moving forward with its online membership system to make joining and renewing PTA membership at the local level easier for parents, families and community members. We will begin our pilot phase after convention.

District Leaders will see changes to the California State PTA Dues Calculator beginning May 1. The revision may not impact your district at this time, but you will see the changes.

There are no changes to the way in which you remit dues – you’ll just see an extra field as we begin the pilot phase of the electronic membership system. Although all districts will see the new fields, only those districts in the pilot program will be affected. Comprehensive training will be available as districts, councils and units on onboard into the system in a success-based rollout.

Any questions regarding electronic membership may be emailed to emembership@capta.org. Any questions regarding the California State PTA Dues Calculator may be directed to Cyndi Barton at cbarton@capta.org.

Organization List Screen

A new column has been added to show the numbers of members who have joined electronically (if applicable). This number is updated nightly from the electronic membership system.

California State PTA
CAPTA Dues Calculator: Ninth District PTA
Batch # BA22518 / Amount: \$0.00 / Status: Open

[Go to Submission Summary](#)

Reminder:

APRIL 2 IS THE FINAL DUE DATE for membership and insurance. Payment must be in the state office on or before April 2 or the charter will be withdrawn. (The date has been extended from March 31 as that is a Saturday.)

Batch History


- BA22574 04/05/2018 Submitted
- Batch # BA22574
- Amount: \$2,261.00
- Date: 04/05/2018
- Status: Submitted
- BA22540 03/28/2018 Submitted
- BA22599 02/28/2018 Posted
- BA22597 03/26/2018 Submitted
- BA22518 03/27/2018 Open
- BA22515 03/20/2018 Submitted
- BA22506 03/15/2018 Submitted
- BA22497 03/07/2018 Posted
- BA22474 03/01/2018 Posted
- BA22440 02/12/2018 Posted

[logout](#)

Ninth									
Cajon Valley									
Carlsbad Unified									
Chula Vista Elementary									
Escondido									
Foothills Secondary									
Lakeside									
Lemon Grove									
Mt. Helix									
North Coastal									
Org #	Name	City	Total Mbrs	Mbrs	E-Mbrs	W/C	Insurance	Status	
33367	North Coastal						✓	✓	Active
5061	Ashley Falls School	San Diego	15	15		✓	✓	Active	
3602	Capri Elem.	Encinitas	316	316		✓	✓	Active	
5209	Carmel Del Mar	San Diego	172	172		✓	✓	Active	
5418	Carmel Valley Middle School	San Diego	232	232		✓	✓	Active	
3786	Del Mar Heights	Del Mar	354	354		✓	✓	Active	
5208	Del Mar Hills Academy	Del Mar	307	307		✓	✓	Active	
3945	Diegueno Middle School	Encinitas	290	290		✓	✓	Active	
3024	Eske, Paul Central	Encinitas	204	204		✓	✓	Active	
5498	El Camino Creek Elem.	Carlsbad	306	306		✓	✓	Active	
2428	Flora Vista Elem.	Encinitas	200	200		✓	✓	Active	
3604	La Costa Heights Elem.	Carlsbad	327	327		✓	✓	Active	
4295	Mission Estancia Elem.	Carlsbad	250	250		✓	✓	Active	
6068	Ocean Air	San Diego	340	340		✓	✓	Active	
1243	Ocean Knoll	Encinitas	143	143		✓	✓	Active	
4998	Olivehain Pioneer Elem.	Carlsbad	359	359		✓	✓	Active	
6449	Pacific Trails Middle School	San Diego	557	557		✓	✓	Active	
3430	Park Dale Lane Elem.	Encinitas	180	180		✓	✓	Active	
5500	Sege Canyon School	San Diego	257	257		✓	✓	Active	
1247	Solana Beach Elem.	Solana Beach	124	124		✓	✓	Active	
4274	Solana Highlands Elem.	San Diego	150	150		✓	✓	Active	
5895	Sycamore Ridge	San Diego	229	229		✓	✓	Active	
5618	Torrey Hills Elem.	San Diego	452	452		✓	✓	Active	
2422	Warren, Earl Middle School	Solana Beach	717	693	24	✓	✓	Active	

Organization Detail Screen

A new row has been added to show the number of members who have join electronically (if applicable). This number is updated nightly from the electronic membership system.



Earl Warren Middle School PTSA / California ID#3432 (Active)
Batch #BA22518 (Open) / Org. Total: \$0.00

Apr 20, 2018 / 11:14 AM

Links

Go to [Organization List](#)
Go to [Submission Summary](#)

Reminder:

APRIL 2 IS THE FINAL DUE DATE for membership and insurance. Payment must be in the state office on or before April 2 or the charter will be withdrawn. (The date has been extended from March 31 as that is a Saturday.)

Organization Info

Earl Warren Middle School
PTSA
155 Stevens Avenue Solana
Beach, CA 92075

Organization President
Heather Dugdale
Home: (858) 922-6425
Email: heatherhdugdale@gmail.com

2017 Status		Submission Info	
Members:	693		\$ 0.00
E-Members:	24		
Total Members:	717	New Members:	<input type="text"/>
Workers' Comp Paid:	\$ 13.00	Total (Gross) Salary (for WC Surcharge Due)	\$ <input type="text" value="0.00"/>
Organization Salary:	\$ 0.00		
WC Surcharge paid:	\$ 0.00	Include Late Fee? <input checked="" type="checkbox"/>	\$ 25.00
Liability Insurance Paid:	\$ 215.00		
Late Fee Paid:	\$ 0.00		
		Click to refresh total	<input type="button" value="Get Total"/> \$ 25.00

Organization Detail Screen

Additional reports generated at the California State PTA level will also begin to change in the future. Stay tuned for new versions of the Unit Membership & Insurance Report in the coming months.