

## WESTPORT SCHOOLS PTA MEMBERSHIP & DIRECTORY SIGN-UP

Dear Westport Families,

Each Westport school PTA is a separate, non-profit organization that provides financial support and parent volunteers for a wide range of programs, services and social events that enrich our children's educational experience. By registering with AtoZ Connect, you are joining the school's PTA as a supporting member. Membership does not require volunteering but does fund the enrichment programs at your school provided by the PTA. We cannot do this without the support of all parents, teachers and staff within each school community.

Please follow the steps below and SIGN-UP today!

Access to the online directory comes with your PTA membership and is available upon registering and providing payment to each school where you have a child registered.

1) Click on the link for the school you want to sign up.

For Staples High School

- For <u>Bedford Middle School</u>
- For Coleytown Middle School
- For Greens Farms Elementary School
- For Coleytown Elementary School
- For Kings Highway Elementary School
- For <u>Saugatuck Elementary School</u>

2) Click "Register/Login", then "Create Account"	4) Finish your registration
<ul> <li>Create your family's account and click "verify my email".</li> <li>*Please use the email address registered</li> </ul>	<ul> <li>Parent/Family and Student Info</li> <li>Directory Publish Preferences</li> <li>5) Visit the Store</li> </ul>
with the schools 3) You've got mail!	<ul> <li>Join the PTA (\$35)</li> <li>Gain access to the online directory</li> </ul>
<ul> <li>Check your email for a link to complete the process. The link expires in 2 hours. If you do not receive the email, check your spam or junk folders.</li> </ul>	<ul> <li>6) Check out the Signups</li> <li>Join a committee</li> <li>Volunteer!</li> </ul>

## Download the Membership Toolkit App to Access the Directory on the Go!



Once you have created and verified your family's account on our new AtoZ Connect site, download the free Membership Toolkit mobile app. There, you will be able to access all the features from the website. Move between schools within the app by tapping on the menu icon in the upper left hand corner of the landing page. Tap the "switch" icon at the top to see your list of options. (You need an AtoZ Connect account created and verified at each school for them to appear in this list.)