



Announcement: 2 Changes to Improve CAPSO Member Access and Support



Dear CAPSO Members,

We're introducing two changes to better support our system and school site administrators: individual website logins and a more focused email newsletter approach. Together, these changes will help deliver what our schools need, when they need it.

CAPSO's advocacy and government relations work at the state and federal levels remains central to our service to California's private schools. We work to protect schools' independence, represent their interests, and help policymakers understand how their decisions affect private education.

This work has produced a growing collection of important resources to help schools navigate legislation, understand requirements, and access relevant programs and opportunities. We want these materials to be readily available to our members while remaining secure within our membership.

We refreshed the CAPSO website at the start of this year in preparation for these changes. We'll continue updating it to respond to our members' needs and make critical information and resources easier to find.

1. Individual website logins for member administrators

We're asking all member organization system administrators and affiliated school site administrators to **create an individual CAPSO website account**.

Our shared, ***universal login was an interim step*** while we built capacity for individual accounts. We're now moving to our **permanent model: individual logins for verified members**. This is the final planned change to our access system and will provide secure access to our growing collection of resources in one central location.

There is no additional cost. Your affiliation with a CAPSO member organization already includes you in CAPSO's membership, and these resources are part of your member benefits.

To create your login, please follow the guide below.

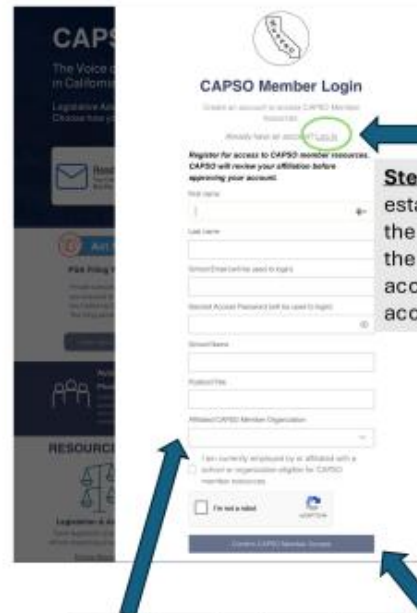
***Reminder:** Register using your school or organization email address and a password of your choice. We'll verify your membership before approving access to member resources.*

***Timeline:** The universal passcode on the website will retire at the end of the business day on 10/15/2026 and will be replaced with a prompt to create your CAPSO member login.*



Creating your CAPSO Member Resources Account

Step 1: Select "CAPSO MEMBER LOGIN"



Step 2: Complete Pop-up Form and

Create Your Member Account Now!

2. Updated E-Mailer Content: What our schools need, when they need it

In response to board and member feedback, we're refining our email approach to reduce noise and prioritize high-value, timely content:

- **Quarterly legislative updates:** A broader view of the state and national legislative landscape and its implications for private schools. This content, which is currently sent monthly, will be consolidated and sent quarterly.
- **Monthly focused emails:** Specific topics and resources relevant to what schools need will be sent each month to highlight important resources, topics, or activities.
- **Special updates:** Important developments, time-sensitive information, and additional opportunities as needed.

These emails will connect you directly to relevant resources on the CAPSO website, which you'll access through your individual login.

Thank you for taking a moment to create your account. We're grateful for the opportunity to support you and will continue shaping our resources and communications around the needs of our members.

Gratefully,

Tara Rolle, Ed.D.
Executive Director
California Association of Private School Organizations (CAPSO)
