Reaching out to Individuals: Teachers, Faculty, and School Board Members

We sometimes forget that the “T” in PTA stands for teachers. Teachers, Faculty, and School Board Members are crucial partners in our children’s success. Encouraging them to join your PTA should be a focus of your membership campaign. Here are some ideas for getting them involved:

- On the first day of school, place an invitation to join PTA on each teacher’s and administrator’s desk.
- Ask your superintendent to write a letter to school employees about PTA.
- Request a bulletin board or showcase at your school to display current information about PTA activities.
- Ask your local teachers’ association to display PTA materials in its building and at its meetings. Schedule a time to meet with members and discuss the benefits of belonging to PTA.
- Award teachers with a party when a school achieves 100 percent teacher membership.
- Encourage all members of your board of education (state, district, county, and local) to be active PTA members.
- Attend a meeting of retired teachers to update them on current school and PTA activities and to invite them to join.

Source: National PTA
Welcome back to school! What an exciting time of the year! You’ve got lots of great resources to help you accomplish your goals:

1. “People” resources – your PTA council (if you have one in your area), your Region Vice President, the Kansas PTA Board of Managers and National PTA! Don’t forget about the board members from your school who served last year, your principal, the teachers and the community.

2. Online resources – Kansas PTA (www.ptasonline.org/kspta), National PTA (www.pta.org), Kansas Parent Information Resource Center (www.kpirc.org), the Kansas State Department of Education (www.ksde.org) and the U.S. Department of Education website (www.ed.gov) and many others listed under “Resources” on the Kansas PTA website.

3. Resources mailed to you: Kansas PTA Summer Packet #1 (mailed with the Bulletin in June), Kansas PTA Summer Packet #2 CD (mailed with the Bulletin in July), National PTA Back to School kit, the Kansas PTA Bulletin, the National PTA magazine – Our Children and other resources mailed periodically.

4. Training: Region meetings, 2007 Legislative Conference (Feb. 12th), Kansas PTA Convention (April 20-22, 2007), e-learning (on the National PTA website), council trainings, collaborative organization trainings and more. Budget for these opportunities.

The start of school is the perfect time for the PTA, the school and the community to work together – on behalf of ALL children! While the PTA is a separate legal entity from the school, it is paramount that they, with the community, work together to help ALL children succeed. PTA Presidents should establish regular meetings with their principals. Our schools are facing many challenges. PTAs can be a catalyst for connecting vital resources, a resource for information and a source of excellent programs on topics which impact parents, children and families. What are the needs within your school community? How can you help with those needs? Let the PTA Mission and Purpose be the guiding light in all your decisions!

The Kansas PTA Board of Managers wish you a very successful 2006-2007 school year. Thank you for giving your time and talents to help ALL children succeed.

Laura Kaiser, Kansas PTA President

If you are no longer a PTA president, please notify the Kansas PTA State Office.
Forward this and all mailings immediately to your successor.

KANSAS PTA BULLETIN
715 SW Tenth Street, Topeka, KS 66612
PH (785) 234-5782
FAX (785) 234-4170
E-Mail: ks_office@pta.org
KS PTA Website: www.ptasonline.org/kspta
National PTA Website: www.pta.org

President: Laura Kaiser
Editor: Pam Wills

The KANSAS PTA BULLETIN is an official publication of the Kansas PTA (Kansas Congress of Parents and Teachers Association). Subscription rate is $10 per year (six issues). Contact the Kansas PTA State Office to subscribe.

Permission granted to local, council, region, and state PTAs to reprint articles for PTA use. Credit must be given to the Kansas PTA. All others requesting permission to reprint articles from this publication must contact the Kansas PTA State Office.

Whenever PTA is used it also refers to PTSA. PTA and PTSA (Parent-Teacher Student Association) are registered service marks of the National Congress of Parents and Teachers. National Parent Teacher Association is also a registered name, as is the National PTA and Kansas PTA. Only organizations chartered by the PTA may use its name.

Kansan PTA is:
➢ A powerful voice for All children
➢ A resource for parents
➢ A strong advocate for public education
Congratulations to Our Newest PTA!

Turner Early Learning Center PTA!

The Turner Early Learning Center PTA (in Region 7) was formally organized 9/18/06.

Help Children by Promoting Arts Education
Celebrate PTA Start the Art Week

By: Anna Weselak
PTA National President

At a time when some schools may be struggling to fund “the basics”—ready, writing, and ’rithmetic—or give them much more time in the school day, arts education may be an area that is reduced or eliminated. PTA has long been a supporter of arts education in our schools. It is important for every PTA member and concerned parent to say “yes” to the arts.

Why is arts education so important? Arts education cultivates imagination, self-expression, and creativity. The arts help children develop critical thinking, problem-solving skills, and visual literacy—skills they will need to analyze and interpret the array of images in the media and popular culture. Research has shown that arts education increases interest in academic learning and boosts academic achievement.

Parents play a vital role in ensuring that the arts remain part of their school’s curriculum. Collaboration among parents, teachers, and arts leaders can create a powerful voice for advocating for arts programs among education leaders and elected officials. The best advocates are well-informed about the issues. Make sure you know the facts about how arts education benefits students. Investigate the existing arts education curriculum and standards for your state. Attend school board meetings and hearings to voice your support for the inclusion of arts education in schools.

I also urge you to participate in the new PTA Start the Art Week (October 9 – 13) and involve your children in PTA’s Reflections Program to help encourage them to explore their artistic talents. More than 600,000 students participate in the Reflections Program through their local PTAs each year. By supporting and celebrating Reflections participants, as well as getting involved in broad-based arts advocacy, you help to promote the arts in your home, school, and community.

Service Opportunities with the Kansas PTA

Please complete the “Talent Bank” form on the Kansas PTA website (under “About Kansas PTA” – “Opportunities”) if you would like to be considered for service opportunities with the Kansas PTA. Some opportunities are board positions, some are not. Completing and returning a talent bank form does not guarantee placement, but, it does guarantee that your information will be entered into the database. People are needed with one or more of the following specific skills: technology (including website experience), membership, arts, bylaws, diversity, bilingual ability and resource development (sponsorships, grants, etc).

The PTA Mission

The mission of the PTA is threefold:
- To support and speak on behalf of children and youth in the schools, in the community, and before governmental bodies and other organizations that make decisions affecting children;
- To assist parents in developing the skills they need to raise and protect their children; and
- To encourage parent and public involvement in the public schools of this nation.
And now, a report on today’s election…..”All precincts’ totals are in…and it looks like The Favorite Candidate lost by one vote!” (Oh Noooootaaa! I didn’t go vote!!!!!!!!) It happens all the time….there are stories from all over the country about elections that are won by only one vote! Every vote does matter!

The theme for this year’s Kansas PTA Citizenship Contest is “It is Important to Vote Because…” Kansas PTA wants kids to start early understanding the value of voting. The single factor that most influences whether a young person will vote, is whether his or her parents vote. Talking about politics, government and current events at home is also a key factor.

As students begin to work on their poems and essays, parents and teachers can get involved in helping them understand the importance of voting. Here are some suggestions:

- Talk about community service and social issues. These issues are affected by what happens in the voting booth.
- Go Vote! And talk to your child about this process.
- Create an album with newspaper and magazine clippings about an election. Consider including photographs, advertisements, bumper stickers, and other election-related materials. Discuss the articles.
- Organize family discussions about voting, encouraging questions. Such questions and discussion topics might include:
   1. Why do you think voting is important?
   2. Why do you think some people don’t vote?
   3. What characteristics do you think a candidate should have?
   4. Which candidate do you like? Why?
   5. What are some problems in our community? How will this candidate solve these problems?
   6. What can we do as a family to help our community?
- Volunteer to help voting programs by distributing voter registration information to friends and family. For information on voting sites and registration, visit www.us.gov or call (800) FED-INFO.

The Kansas PTA Citizenship Program is for students in the 5th-9th grades. There are two categories: essay and poetry. Please look for Guidelines for entries in your Kansas PTA Summer Packet #2 CD (mailed out the end of July with your Bulletin) or call the Kansas PTA office. And check with your local unit president or chairperson for program dates.

The Kansas Citizenship Program gives students the opportunity to learn more about democracy and to become involved and engaged citizens.

Nancy Ryan, Citizenship Chair Appointee

2006 Citizenship Program

Oct. 10, 2006 deadline to local PTA unit chairman
Oct. 24, 2006 deadline to Council President/Chairman
(or Region VP, if you don’t have a council)

2007 KANSAS PTA LEGISLATIVE CONFERENCE
MONDAY, FEBRUARY 12, 2007

At the Conference you will:

- receive updates on Federal and State Legislative issues
- learn how to improve your advocacy efforts
- have the opportunity to meet and have lunch with your local Legislator and
- be making a difference for ALL Kansas children

Make plans now to attend! More information and registration materials will be made available in the coming months. Please check the website at www.ptasonline.org/kspta for updates.

2006 National Convention

Below are the respective workshops Jan Long, Kansas PTA President Elect and Tammy Bartels, Kansas PTA Vice President Membership and Organizational Services attended at the 2006 National PTA Convention. Please contact them if you would like information about a workshop. You can find their contact information on the roster included in the Bulletin.

Jan Long attended:
Who, What, Why and How of Bylaws:
Running Effective Meetings:
Effective Grant Administration:
Creating an Effective State Marketing Plan:
Balancing Family and Work:
Generating Non-Dues Revenue for your State

Tammy Bartels attended:
Running Successful Programs: Moving From Talk to Action, Presented by Cynthia Gessling, Boys and Girls Club of America
If You Lead…They Will Follow, Presented by Sharon Weigh, National PTA Trainer
Starting an Early Childhood PTA, Presented by National PTA Extension Liaisons
Running Effective Membership Drives, Presented by Carol Ritter, National PTA Membership Chairman
Building Inclusive Units, Presented by NPTA
Forming Non-Traditional Units, Presented by Carol Ritter, National PTA Membership Chairman
Building Successful Partnerships (BSP) is a program the National PTA has developed, of which parent involvement in the primary focus. There are PTA leaders trained in every state and prepared to make presentations to PTA units, school boards, state boards, and education, teacher preparation colleges and community groups. The point is that providing a successful educational experience for all children requires the participation of everyone.

The PTA definition of parent involvement is the participation of parents in every facet of children’s education and development, which includes:

- Two-way and meaningful communication between home and school
- Serving as children’s primary educators
- Participating in volunteer work
- Sharing responsibility with the schools in decision making about children
- Collaborating with community and organizations to reflect the school’s aspiration for all children.

Research tells us that when parents are involved students tend to have higher grades, test scores, and graduation rates. They have better school attendance, increased motivation and better self-esteem. Schools see lower rates of suspension. They notice decreased use of drugs and alcohol. There are fewer instances of behavior problems. Statistics also show greater enrollment rates in post secondary education. (Research of Joyce Espein and Anne Henderson related in: A Guide for Developing Quality Parent and Family Involvement Program, National Education Service)

You can learn more about ways to help parents in your school become more involved, and ways for them to help their children at home. You can also learn how to set up a team in your school to develop your own parent involvement policy. Contact your Parent Involvement Chair, Shirlyn Richardson at 913-371-4309 for more information, or to schedule a trained Board member to give a presentation at your school.

Resource Student High-Risk Behaviors

Understanding, observing and recognizing and responding to student high-risk behaviors.

On the Kansas State Department of Education website

An article entitled, “Looking out for Kansas kids” (which will appear in the August issue of the KSDE Education Matters Newsletter) can be accessed by clicking on the following link: http://www.kerc-ks.org/sdfs/docs/EdMatters_highriskbehaviors_referenceguide.doc. This article provides resources to assist with (1) understanding, (2) observing and recognizing (signs and symptoms), and (3) responding to student high-risk behaviors.

The current high-risk behaviors addressed in this article (identified from a review of incidence/prevalence data, current news stories and observations, and results of a recent statewide survey) include:

- self-cutting behavior
- bullying
- gang involvement
- ‘pharming’ (abuse of over-the-counter pharmaceuticals)
- ‘cheese’ (Tylenol P.M. laced with heroin)
- the deadly pass-out game (student recently died in Lawrence)
- alcohol
- marijuana
- meth or ‘ice’ (and other drugs)
- Inhalants

Please share these valuable resources with appropriate staff in your school. Kids’ lives are counting on it.

As we all know our students today face a lot of pressure and stress in their lives. The pressure to make good grades, get into college, fit into the group can overwhelm our children. Some students resort to high risk behaviors to deal with the pressures they perceive in their lives. We have all read the statistics on underage drinking, bullying and other harmful behaviors. The article referenced above is an excellent resource for educators and parents to recognize and understand these high-risk behaviors. Please visit the website for further information.

Debbie Lawson, VP of Advocacy/Public Relations
Be Part of A PTA Empowering Experience!

Did you know that Kansas PTA hosts an informative and empowering state convention to help PTA leaders work effectively on the behalf of all children, youth and their families?

The 93rd annual convention will be held in Overland Park at the Holiday Inn – West April 20th through the 22nd.

We have many informational, fun and exciting events planned. Choose from a wide variety of workshops, covering topics from leadership, health, safety, and programs. Visit the exhibitors to get help with programs for your local unit or with new fundraising ideas!

Don’t forget the Silent Auction and PTA Store – We’re sure you’ll find just that special something for home or school.

During the General Meetings you will get the chance to hear exciting keynote speakers, share in recognizing individual unit achievements in membership, celebrate special PTA leaders, and conduct the business of Kansas PTA. As an election year the 2007 convention will also give you the chance to vote on future leadership for Kansas PTA!

Participants will return home with new ideas, improved skills and recharged energy. Convention is an excellent PTA investment, the ultimate leadership experience.

Check out our web site (www.ptasonline.org/kspta) for updates. Registration packets will be mailed in early January. Plan now to attend the 2007 convention. Make sure you have a convention line item in your PTA budget. These are allowable expenses for your PTA.

©2006 Kansas PTA
Kansas PTA is pleased to share with you a small glimpse of National PTA through the leadership listed below. Sharon Weigh is a National PTA trainer and presented a leadership workshop at the National PTA Convention this summer. We encourage each PTA board to reprint this list and place it in their board procedure books. Developing leaders ensures a bright future for our child, not to mention, and ourselves. Good luck this new PTA year. If you should have questions or comments you can find my name, address and email address on page 15 of this bulletin.

Debbie Taylor, Leadership Chairman

Qualities of Leadership
Sharon Weigh, National PTA Trainer

Have a Vision: Believe that something must happen and it is worth your time to make it happen

Keep a dream alive: Feel passionate about what you are doing, and remind people of the dream and the vision when things are not going well.

Focus attention on priorities: Make sure projects aren’t sidetracked; when you are diverted from important things by the trivial, refocus and redirect everyone’s eye to the ultimate goal.

Be positive and enthusiastic: Expect temporary setbacks but continue to move forward; turn your challenges into new and better strategies.

Know when to let go: Empower others rather than control them.

Urge yourself and others to reach goals: Do not micromanage; keep your eye on what needs to be achieved and build momentum that propels the cause forward.

Groom future leadership: Give talented individuals opportunities to gain experience, acquire new skills, and grow.

Share leadership: Involve people/groups with similar goals to partner with you for the sake of the vision you share.

Listen to others: Work hard to understand the individual needs and motivations of others.

Make decisions: Understand that some things should change and some things shouldn’t; make the necessary decisions to move a project forward.

Understand that change is constant: Understand when change is unavoidable and don’t waste time lamenting it; help others get through the change.

The Keys to Leadership program was designed to encourage training and leadership development for all Kansas PTA members.

The Leadership program encourages Kansas PTA members to broaden their scope of service. PTA recognizes several areas of importance: Legislation, Health and Welfare, Education and Arts. Understanding how each of these areas impact families and children gives the potential leader valuable knowledge and wisdom. In return this makes the person a stronger advocate.

There are three award areas.

1. Kansas PTA Unit Key Leadership Award: Designed to recognize the leadership achievements of local PTA units and councils.

2. Kansas PTA Leadership Training Program Level I: Designed to recognized individual leadership achievements of PTA members.

3. Kansas PTA Leadership Training Program Level II: Designed to recognized individual leadership who have accomplished Level I basic and want to proceed to Level II status.

Each unit or individual who completes the requirements set forth by the Kansas PTA will receive a Certificate and Key pin in recognition of their accomplishments at the Kansas State PTA Convention.

All presidents received this valuable information and Completion Records in their Summer Packets. Should you have questions or comments about this program please feel free to contact the Kansas PTA Leadership Chairman, Debbie Taylor. Her address and phone number is located on the back of this bulletin.

Help Kansas PTA build strong leaders for our children and communities. Make this 2006-2007 the year of accomplishment and recognition.

Debbie Taylor, Leadership Chairman

Thank you Kansas PTA Region VPs

Thank you to our wonderful Region VPs who serve the PTA units within their respective regions of the state so well. These dedicated individuals are elected by their region at the convention region meeting in odd numbered years. If you don’t know which region you are in, just look on the Kansas PTA website, under “About Kansas PTA” – “Regions.”

Thank you: Jackie Waters (Region 3 Vice President), Jan Frank (Region 4 Vice President), Chris Akin (Region 6 Vice President), Patty Jurich (Region 7 Vice President) and Joni Etherington (Region 8 Vice President).
In many schools, teachers and administrators turn to PTA to fill in the gaps in the school’s budget. Before approving proposals for material aid to the school or community, though, a PTA should consider whether or not the proposed equipment or service is a public responsibility. PTA funds should never be used for such items that would be considered “bricks and mortar” or items that should be provided by your local school board or state legislature. (Buildings, desks, textbooks, Teacher salaries, etc.)

If a public service is urgently needed and public funds are not immediately available, a PTA may initiate and coordinate the service while encouraging public agencies to take over its financing and operation. However, a PTA renders a greater service by securing public support for education and other community needs than making gifts to the school. (Advocacy!)

As money for such purposes becomes available from other sources, a PTA should then allocate more of its funds to such projects as leadership development, parent education, and child health and safety projects.

When PTAs fund-raise, they should remember the following:

- The 3-to-1 rule—for every fund-raising activity, there should be at least three non-fundraising projects aimed at helping parents or children, or advocating for school improvements.
- Children should NEVER be exploited or used as fundraisers.

For more information on fund-raising, read the Fund-raising section of the PTA MONEY MATTERS: Quick Reference Guide which National PTA provides free to all PTAs. Your PTA President should have received this guide in the Back-To-School Kit sent to all new Presidents in July. This guide can be accessed on the National PTA website using the website information on the back of your membership card.

Vicky Needham, Treasurer

Where Can You Find…..

- Kansas Honorary Life Membership Application?
- Marjorie Holwick Wall of Fame form?
- Kansas PTA Bulletin Subscription form?

At the Kansas PTA website: www.ptasonline.org/kspta - under “Resources” !!

Proceeds from Kansas Honorary Life Memberships and the Wall of Fame benefit the Kansas PTA Future Teacher Scholarship Fund and the Graduate Teacher Scholarship Fund. Both can be given year-round.

- What region your PTA unit is located in?

At the Kansas PTA website: www.ptasonline.org/kspta - under “About Kansas PTA” !!

HAVE AN ISSUE THAT HAS NATIONAL IMPACT??

PREPARE A RESOLUTION??

One purpose of the National PTA is to secure adequate laws for the care and protection of children and youth. One way for local, council or state PTA units to help in this purpose is to submit resolutions to National PTA concerning the health, welfare and education of our children. A resolution is a main motion that is brought forward at convention because of its importance. Resolutions seek to address problems, situations and concerns that affect children and youth nationwide.

The deadline for submitting a resolution to National PTA is December 15th. Resolutions received after the deadline will not be considered for presentation at that year’s national convention.

For more information please contact Debbie Lawson at Debbie@burlislawson.com.

Congratulations to Kansas!!!

One of Nine states to satisfy all six criteria for Highly Qualified Teacher state plans!
From the NCLB Update (http://www.ed.gov/nclb/):

The U.S. Department of Education has released initial peer review feedback and related information on revised Highly Qualified Teacher state plans. The states were required to develop plans for having experienced, well-trained educators in classrooms, particularly in disadvantaged, low-performing schools. Kansas was one of 9 states that satisfied all six criteria outlined in guidance from the agency! The other 8 states are: Louisiana, Maryland, Nevada, New Jersey, New Mexico, Ohio, South Carolina and South Dakota. 37 other states partially satisfied the criteria and will be required to improve their plans by September 26th. 4 states failed and will have additional monitoring, auditing and support.
Students have homework; Kansas has help!

Free online tutoring for Kansas students launched by the State Library of Kansas and Kansas public libraries.

September 6th, the State Library of Kansas and Kansas public libraries launched HomeworkKansas, an interactive online tutoring service for Kansas children grades four through 12, and new college students. The service can be accessed at www.homeworkkansas.org and is free to Kansas residents throughout the state. Kansas is only the third state to offer the tutoring service statewide.

Governor Kathleen Sebelius joined Kansas librarians in promoting the new online tutoring service. “HomeworkKansas helps level the playing field for students. It’s a resource available in rural and urban areas, in libraries and at home, and can be accessed regardless of income. Young Kansans will have the assistance they need to excel in the classroom,” she said. “Tools such as HomeworkKansas may open the door to higher education, better jobs and economic opportunity for our students.”

Tutoring in math, science, English and social studies will be available seven days a week, from 4:00 p.m. to 11:00 p.m. and in Spanish for math and science Sunday through Thursday, from 4:00 p.m. to 9:00 p.m. The service is high tech and sophisticated, but easy to use-- students indicate their grade level and the subject they need help in. Homework Kansas connects them to the best available tutor in just a few minutes. Tutors don’t provide answers, they provide help. The actual tutoring takes place in an online classroom, via chat and instant messaging; problems may be illustrated on an electronic whiteboard. A variety of drawing and other web-based tools are available to enhance the tutoring session.

Homework Kansas offers a safe and secure environment for students to seek help. All tutors complete a third-party background and reference check. In addition, tutors complete a rigorous application and training program, and participate in ongoing in depth evaluation and mentoring. Tutors are experts in their fields; they are certified teachers, college professors, professional tutors, graduate and undergraduate students from accredited colleges and universities, and other professionals.

For more information, contact: Marc Galbraith, Deputy State Librarian, 785/296.3296, marcg@kslib.info.

PTA Program Sharing – In this issue we are featuring an elementary school in the Shawnee Mission School District who has implemented some outstanding programs promoting healthy lifestyles. Please send a short description of a wonderful program your PTA is conducting. We hope to feature a PTA unit in each Bulletin.

Brookwood Elementary School’s School Health Council and Families Connect Program

Brookwood Elementary School established their Health Council in the spring of 2004 as part of a grant from the Centers for Disease Control through the Kansas State Department of Education.

A School Health Action plan was designed to improve healthy behaviors within the Brookwood school community. The PTA sponsored and financed the exciting Body Walk (www.bodywalk.org) which allowed students to walk through an exhibit of the body to learn about nutrition and the body systems. Nutrition education was enhanced using grants from the Kansas State Department of Education for “Kids a Cookin” and “Power Panthers” to provide cooking supplies and tasting experiences to encourage the consumption of fruits and vegetables. The Math and Science lab (which is PTA funded) is their “kitchen” for classes who participate in “Kids a Cookin.”

In the Fall of 2005, Brookwood received supplies from a grant sponsored by the University of Kansas called “Kansas Get Moving.” Students received key chains for collecting colored beads and “feet” for completing cards documenting their health choices. Over 100 students actively participated in the Get Moving program. The Families Connect Program was begun in the Fall of 2005. It was started as a resource/handbook program and progressed into speakers coming in to educate the parents on such topics as teaching your child to read. The program will be expanded in ‘06-’07.

For more information, please contact: Susan Smith, Brookwood Elementary school nurse. The school’s phone number is: 913-993-2500.

Start the Art Week—Celebrating the Arts!

An arts education enhances a student’s intellectual, personal and social development. PTA’s Start the Art Week, October 9-13, is an opportunity to celebrate, embrace, and advocate for the arts in your school.

You can Start the Art at your school with a weeklong celebration of the arts or by organizing one special event.

Visit www.pta.org for “Start the Art” ideas and resources. Remember, as a PTA leader, you can Start the Art and keep it going!
In the course of a year, a PTA may enter into a variety of contracts. For instance, a PTA may contract for a band for a dance or purchase supplies for a fundraising venture. The PTA assumes the responsibility to comply with the terms and conditions of the contract and to pay the stated sum. The fact that an activity is not a financial success or that the PTA has insufficient funds to meet its obligation has no effect on the responsibility assumed.

Before you enter into a contract on behalf of your PTA, consider the following:

• Has the membership approved the project?
• Does the president have authorization from the board/executive committee to negotiate a contract?
• Have all contracts been received in writing?
• Are the terms and conditions of the contract understood? Have they been reviewed by legal counsel, if needed, and agreed to by the board/executive committee?
• Is the length of the contract limited to the term of the participating officers, and does it not encumber future boards?

When entering into a contract, the PTA president is responsible for the agreement and should clearly identify that it is the PTA entering into the contract and not the president as an individual. The signature on a written contract should read, “_______ PTA (or PTSA or council or district) by: John Doe, President.”

It is preferable to require two signatures on a contract (the president’s signature plus another officer’s).

Contract Tip
Remember, if there is any question about the terms or conditions of the contract, the proper time to seek advice is before the contract is signed.

Vickie Needham, Treasurer

1. Be sure the Annual Audit has been performed and the annual IRS Form 990 has been prepared, if required. (Know the requirements!)
2. Never make financial decisions on your own. Your unit budget as approved by the membership will be your guide in all financial affairs. If your budget needs amending, do so at a general meeting with a vote of the membership.
3. Make sure your PTA unit insurance is active. Kansas PTA recommends Bonding, Liability and D & O (Director’s and Officer’s).
4. All checks written should:
   a. have two signatures (and never signed if blank)
   b. have a voucher signed by Vice President or President
   c. Never be payable to the Treasurer unless two OTHER officers sign
5. All PTA monies received should:
   a. be well-documented in your financial records as to who, what for and how much
   b. be verified by others in PTA (for cash-handling controls)
   c. Never deposited to anyone’s personal account or any school account
6. Always give a report of balances of accounts at every meeting as well as a budget report showing categories of income and expenses.
7. All bills should be paid with a check, NEVER cash.
8. Membership dues collected should be:
   a. accounted for separately from your unit budget
   b. forwarded monthly to the State PTA (State and National portions)
9. Your files should contain:
   a. Unit bylaws, Council bylaws (if any), State bylaws, National Bylaws
   b. Unit budget
   c. IRS Tax Information
   d. State Sales Tax Information
   e. Roster of Members
   f. Money Matters Quick Reference Guide from National PTA
   g. Summer Packet #1 and #2 (Treasurer’s Guide) in formation from KsPTA
   h. Audit reports
10. Stay organized. Keep your PTA treasurer records in an organized fashion so anyone could pick up the pace if you should become unable to perform your duties. Stay focused on the PTA Mission and Purposes for all the children at your school.

Vickie Needham, Treasurer
Federal Tax-Exempt Status—
501(c)(3) Organizations

Most PTAs are classified as tax-exempt 501(c)(3) public charities under the Internal Revenue Code (IRC). One major advantage for organizations that are exempt under Section 501(c)(3) of the IRC is that contributions to such organizations may be deductible on donors’ federal income taxes. In addition, PTA members who receive only minimal reimbursement for their PTA-related expenses may be able to treat the balance as a charitable gift.

Examples of possible expense deductions include transportation, telephone calls, meals, and lodging. Consult current IRS rulings for allowable deductions.

It is very important that PTAs do not jeopardize their tax-exempt status. They must not violate certain restrictions that apply to their 501(c)(3) classification.

- As a 501(c)(3), a PTA must be organized and operated exclusively for charitable, educational, or scientific purposes (the mission as defined in bylaws).
- A PTA’s resources and funds cannot be used for the private benefit of an officer or director (private inurement).
- Upon a PTA’s dissolution, its assets must be distributed for one or more of those defined exempt purposes.
- A PTA cannot engage in any political activity. Organizations that are classified as 501(c)(3) are forbidden to support candidates for public office.
- A PTA can only engage in an insubstantial amount of lobbying activity.

In evaluating whether or not an organization meets the qualifications for exemption under Section 501(c)(3), the IRS evaluates according to the following:

Organizational test—The IRS examines bylaws, articles of incorporation, etc., to determine the purpose of the organization and for other provisions that address compliance with the restrictions listed above.

Operational test—The IRS evaluates the organization’s operations, its activities, the sources of its income and receipts, and the disposition of funds with regard to the restrictions listed above.

"For more information see IRS Publication 4221 at http://www.irs.gov/pub/irs-pdf/p4221.pdf"

Healthy Lifestyles—
Healthy Fundraisers for PTAs

- Hold a trike/bike-a-thon for which families seek sponsors for each lap around the track.
- Invite chefs from local restaurants to donate healthy hors d’oeuvres and desserts for a “Taste of [your town]” event. Charge for admission.
- Have a PTA yard sale or auction (ask students, teachers and parents for donations).
- Seek support from local businesses. Ask them to donate a certain portion of sales from a given date or time to the school. Avoid fast-food chains and try to promote restaurants that provide only nutritious options.
- Organize events like walk-a-thons, dance-a-thons or rock-a-thons for which sponsors pledge money by the mile or hour.
- Hold a book reading contest for which families seek sponsors and raise money based on how many books are read.
- Hold a spelling bee for which families seek sponsors.
- Organize a car wash.
- Plan a parent-teacher talent show or basketball game and sell tickets.
- Have local businesses and community members donate items (e.g., weekends at vacation homes, pool or lawn care, baby sitting, lunch with a local celebrity) for a silent auction.
- Sell fruit (citrus or other in-season fruit), gift wrap, or other items rather than candy.

Share your ideas for healthy fundraisers – send them to ks_office@pta.org – we will print several each issue.
*check on your insurance coverage prior to conducting any fundraiser or event
http://www.pta.org/archive_article_details_1127491576078.html

**PTA and the Graduated Parent**

**Why Graduated Parents?**
Once a child reaches that big day and graduates High School (or moves on to the next school) many parents walk away from years of PTA involvement thinking their usefulness is over. That couldn’t be further from the truth – PTAs should embrace these parents and keep them involved in their local unit. Parents of graduated students can serve many roles on the local PTA board and thrive as members with lots of experience and a different perspective.

**The Ask:**
“The Ask” is PTAs biggest selling point no matter what demographic a perspective member falls into. In a recent PTA survey, 49 percent of respondents said the reason people didn’t join PTA is that no one asked them to. The way we ask people to join needs to be personal, powerful, and meaningful. Look in your National PTA Membership Quick Reference Guide for hints on inviting people to join PTA.

**Now That We Have Them What Do We Do With Them?**
One question we hear over and over is what to do with parents of graduated students that have joined your PTA. It is really very simple – treat them like any other member. These “graduated parents” have the same membership rights as any other member. They can serve on committees, be elected as an officer, serve as a consultant, or simply participate as a member. Take the knowledge and experience they have and use it to improve the lives of all children in the community.

**THE CHALLENGE:**
The KS PTA Membership Committee challenges every unit in Kansas to go through your old member data bases and invite former members back to join. Remind them of the benefits of PTA and how their support can help your community. Locate former board members and invite them to join. *Make sure that you provide them with their membership card after joining so they can access all of their benefits. We would love to share your success stories – if you have a success to share please send it to racefan@sunflower.com and put Membership Success in the subject line. GOOD LUCK!

Tammy Bartels, VP Membership/Organizational Services

---

**Join the Covering Kids & Families Back-to-School Campaign**

Nearly 8.3 million children in the United States do not have health insurance. Many are eligible for low-cost or free health-care coverage through Medicaid or their state Children's Health Insurance Program (SCHIP), but their parents may not realize it. That’s why PTA is working with the Covering Kids & Families Back-to-School Campaign to encourage parents to enroll their eligible children this August and September.

In most states, children in families earning up to $40,000 a year or more are eligible for low-cost or free health-care coverage. Although eligibility varies, programs exist in every state and the District of Columbia. These programs cover doctor visits, hospitalizations, prescriptions, and more. The campaign invites parents to call the national toll-free 1(877) KIDS-NOW hotline to find out if their children are eligible.

As a supporter of the Back-to-School Campaign, PTA has set a goal to post and distribute free materials at all schools nationwide.

PTA leaders can participate by taking three simple steps:
- Order free Covering Kids & Families posters, bookmarks, fliers, or fans.
- Post or distribute materials at your school.
- Register as a Back-to-School participant TODAY and tell us what you're doing (http://coveringkidsandfamilies.org/plan/) to help us reach our goal.

To learn more about the Back-to-School Campaign, check out events in your community, or download and order free planning guides and materials, visit Covering Kids & Families (http://coveringkidsandfamilies.org/). Together, we can help get America’s children covered!

---

**Reasons to Increase Membership in Your PTA**

- **M** = More volunteers available to get PTA work done
- **E** = Eligible for Kansas PTA Membership Awards
- **M** = More teachers, principals, and community members become involved in PTA
- **B** = Build more leaders to be PTA Officers
- **E** = Enhancing the educational environment is a great reason to join your PTA
- **R** = Recruiting members makes your PTA stronger
- **S** = Schools are better because of PTA
- **H** = Helping children is what PTA is all about
- **I** = Increased interest in Kansas PTA increases your voice in Topeka & in Washington, D.C.
- **P** = PTA advocates for ALL children

*Adapted from the Illinois PTA Bulletin Mid-Winter 2003*
Action for Healthy Kids Introduces New Tool to Help Promote School Wellness

As of July 1, school districts are required to have wellness policies in place to promote better nutrition, physical activity, and wellness in the schools. The Child Nutrition and WIC Reauthorization Act of 2004 gives schools an extraordinary opportunity to make changes benefiting children's health and learning. Schools, however, already have a full agenda as they strive to meet performance goals and try to overcome the challenges of financial constraints.

To support schools in the process of creating and implementing their wellness policies, Action for Healthy Kids has launched the Campaign for School Wellness. As part of the campaign, Action for Healthy Kids is encouraging communities to plan local Game On! The Ultimate Wellness Challenge events.

Game On! The Ultimate Wellness Challenge is an all-inclusive, fun, free event for 5th- to 8th-grade students, as well as parents, teachers, administrators, and others. Game On! events celebrate coming back to school with a fresh approach, and integrate nutrition, physical activity, and learning through a series of activity stations that stimulate both minds and bodies. Adults and children are rewarded for their participation—not their performance. Recognition between 8/1-10/1, 2006.

PTAs can plan Game On! events throughout the Back-to-School season using the Game On! Toolkit. To view the toolkit and register your PTA's event go to: http://www.actionforhealthykids.org/special_GameOn.php

Game On! The Ultimate Wellness Challenge is a partnership between Action for Healthy Kids and the U.S. Department of Health and Human Services, together with the U.S. Departments of Agriculture and Education and other leading organizations (including PTA).

U.S. Department of Education Is Asking to Speak with Parents and the Community

Dr. Mary Cohen, Regional Director for the U.S. Department of Education in Kansas City, is looking for opportunities to speak with parents, community members, and educators about No Child Left Behind. She would like to come to your community to do a town hall meeting. This could be held in conjunction with a PTA meeting and would be a wonderful event for PTAs to coordinate. She will bring handouts and information with her. Remember – No Child Left Behind legislation comes up for reauthorization this year. This is your opportunity to communicate directly with the Regional Director for the U.S. Department of Education!

For more information or to schedule a presentation, please contact:

Elaine Venard
U.S. Department of Education
(816) 268-0404
Elaine.Venard@ed.gov

Kansas PTA encourages you to contact the U.S. Department of Education and invite Dr. Cohen to discuss the No Child Left Behind Act and the impact (good and bad) that it has had on your school. Dr. Cohen is a parent, a PTA member, and a very good listener. It is important for policy-makers to hear from parents and the community about their concerns for children and schools.

Resources for Parents on the No Child Left Behind Legislation

The booklet, No Child Left Behind: What Parents Need to Know, is available on the Department’s Web site at: http://www.ed.gov/nclb/overview/intro/parents/index.html

To learn more about No Child Left Behind and how it affects your child and your school, contact:

- Your local school district. Your school principal, other staff in your school or your district Title I director will be able to help you. The district phone number is usually listed in the blue pages of the local telephone directory; or
- Your nearest Parent Information and Resource Center, which can be found at http://www.pirc-info.net/pircs.asp; or
- The U.S. Department of Education, toll-free at 1-800-USA-LEARN or online at www.ed.gov

PARENTING WITH LOVE AND LOGIC IN KANSAS

Join America’s parenting experts: Jim Fay and Dr. Charles Fay for a day of fun, and learn easy-to-use techniques for parenting kids of all ages!

Saturday, January 20, 2007
Morning Session: 9:00 a.m. - 12:00 p.m.
Afternoon Session: 1:00 p.m. - 4:00 p.m.
$30 per session

Valley View United Methodist Church, Overland Park, Kansas
www.loveandlogic.com

More info will be on the Kansas PTA website, under “events.”
Red Ribbon Week: October 23-31, 2006

The Red Ribbon Campaign was started when drug traffickers in Mexico City murdered Kiki Camarena, a DEA agent, in 1985. This began the continuing tradition of displaying Red Ribbons as a symbol of intolerance towards the use of drugs. The mission of the Red Ribbon Campaign is to present a unified and visible commitment toward the creation of a DRUG-FREE AMERICA.

The Red Ribbon campaign provides a major force for raising awareness and mobilizing communities in the fight against drugs through its annual Red Ribbon Week, Oct. 23-31. Since 1995, Kansas Family Partnership (KFP) has enlisted thousands of Kansans to join in the fight against the illegal use of drugs, alcohol and tobacco. Red Ribbon Week is a time when communities come together to present a united and visible commitment toward the creation of a drug-free America.

The Red Ribbon Campaign is now the oldest and largest drug prevention program in the nation reaching millions of young people during Red Ribbon Week. For resources and supplies: http://www.kansasfamily.com/getinvolved-rr.cfm and http://www.nfp.org/redribbon.htm

Lights On Afterschool! will be held on October 12th, 2006

Lights On Afterschool! is the only nationwide event celebrating afterschool programs. The event brings attention to the need for afterschool programs that keep kids safe, help working families, and inspire learning.

For more information, go to: http://www.afterschoolalliance.org/news_events.cfm#4000442

PTA and Campbell's® Labels for Education™ Team Up to Reward Schools for Recognizing Recess

PTA Units Can Earn Additional Bonus Points

Lack of physical activity for American children is a growing concern. In fact, today's schools often don't make it a priority with only 4 percent mandating the most fundamental form of play - recess. To motivate schools to make physical activity a priority, PTA is partnering with Campbell's Labels for Education™ (LFE) to launch Campbell's Recess Rewards™ on August 10 at the PTA Back-to-School media briefing.

For more than 30 years, LFE has been given schools and communities the opportunity to collect proofs from eligible Campbell brands to earn points towards free merchandise - and now there's more ways to earn points and advance childhood wellness at the same time!

Recess Rewards

From September 18, 2006, through March 31, 2007, every school that participates in recess, fitness, health, and/or nutrition activities and submits a description, through the Labels for America™ “Community Bonus Offer” on labelsforeducation.com, will earn 500 LFE bonus points and have the chance to win one of these bonus point prizes:

- One grand prize of one million
- 100 first place prizes of 1,000
- 500 second place prizes of 500
- 1,000 third place prizes of 100

More PTA Points, More Free Stuff

Plus, LFE will award 500 bonus points to schools that start a new PTA unit and 250 bonus points for schools growing membership in existing units by 10 people. And it's easier for schools to earn more free stuff. There are 150 eligible top Campbell's brands now worth 5 points each. Schools only need to submit proofs found on eligible labels.

To learn more or to enter to win,* visit labelsforeducation.com.

*No purchase is necessary to register to win.

Keep Family Movie Nights Legal

Is your PTA interested in hosting family movie nights or showing movies during other PTA- or school-sponsored activities? Do you know how do so legally?

For any organization to show a movie in a public setting, permission must be obtained from the movie studio or the studio’s agent. Schools may show movies without permission only if the showing is part of a teaching activity that meets specific criteria.

If a PTA would like to show a movie, the school at which the movie will be shown must have a one-time or annual public performance site license. Even with a license, no admission fee other than to cover costs may be charged, and the showing may not be advertised to the general public.

To learn more about copyright law and obtaining a license, visit the Movie Licensing USA website, www.movlic.com/k12/schools.html. Movie Licensing USA is the sole licensing agent for most of the major studios.*

NOTE: The link to “Movie Licensing USA” is also included in National PTA’s “Money Matters”.

Adapted from March 2006 PTA Partners in Leadership e-newsletter

Programs You Can Use
(A featured column of the Kansas PTA Bulletin)
Kansas PTA Board of Managers

State Officers

President .................................Laura Kaiser
lgkaiser@swbell.net
President-Elect ..........................Jan Long
janlong1@cox.net
VP of Membership/Organizational Services..Tammy Bartels
racefan@sunflower.com
VP of Education Services ..............Kim Frieling
kfrieling@kc.rr.com
VP of Advocacy/Public Relations ........Debbie Lawson
Debbie@burlislawson.com
Secretary .................................Kathy Richardson
kck_kat@hotmail.com
Treasurer .................................Vicky Needham
BJFTbirds@aol.com

Region Vice-Presidents

Region 1
Region 2
Region 3 .................................Jackie Waters
puddles73@aol.com
Region 4 ................................Jan Frank
janellle@cox.net
Region 5
Region 6 ................................Chris Akin
powercatmom@everestkc.net
Region 7 ..................................Patty Jurich
Paj36@hotmail.com
Region 8 .................................Joni Etherington
kcetherington@kc.rr.com

State Chairmen

Arts in Education & Awards
Bulletin Editor .........................Pam Wills
dpwills@att.net
2007 Convention .........................Tammy Bartels
racefan@sunflower.com
Health & Wellness ....................Peg Newton
pegpta@yahoo.com
Inclusiveness/Diversity
Leadership ..............................Debbie Taylor
ltaylor@hoytonks.net
Membership (Interim Chair) ...........Tammy Bartels
racefan@sunflower.com
Parent Involvement ....................Shirlyn Richardson
Shirlyn.Richardson@prlnt.com
PTA Shop/Meeting Assistant ..........Sheila Bunnell
bbynki@aol.com
Publicity/Marketing ....................Andrea Burton
kokopella@cox.net
Representative of Council Presidents......Beth Brown
bbrown70@hotmail.com
Resource Development ................Gail Vertz
gv7@juno.com
State Legislative
State Extension (interim) ..........Tammy Bartels
racefan@sunflower.com

 Consultants/Committee Appointments

*Citizenship........................................Nancy Ryan
Nancy31@swbell.net
Immediate Past President .............Peggy Davis
KsPTAPeggyDavis@aol.com
*Parliamentarian ........................Gaila Hein
*Website .........................................Lu Bever
lub@ptasonline.org

*Council Presidents

*Blue Valley ..............................Tracey Meade
tmeade@intervocative.com
*DeSoto ..................................Peg Newton
pegpta@yahoo.com
*Kansas City .............................Beth Brown
bbrown70@hotmail.com
*Salina ....................................Sharalyn Davis
skdavis74@sbcglobal.net
*Shawnee Mission .......................Cynthia Jarrold
ejarrold@sbcglobal.net
*Turner .................................Sheila Bunnell
bbynki@aol.com
*Wichita

*Office Secretary

*Sharon Julius .........................715 S.W. Tenth., Topeka 66612
..............................................785-234-5782, ks_office@pta.org

Kansas PTA State Office
715 S.W. Tenth Street
Topeka, KS 66612-1686
785-234-KPTA, Fax: 785-234-4170
ks_office@pta.org, www.ptasonline.org/kspta

National PTA
541 N. Fairbanks Court, Suite 1300
Chicago, IL 60611-3396
1-800-307-4PTA (4782)—312-670-6782, Fax: 312-670-6783
info@pta.org, www.pta.org
September, 2006
Membership Month, National Literacy Month, Eye Health & Safety Month

October, 2006
Child Health Month
12 ... Lights on Afterschool!
9-13 ... PTA Start the Art Week
15-21 ... National School Bus Safety Week
23-31 ... Red Ribbon Week
27-28 ... Head Start Parent Conference

November, 2006
5 ... Oct-Nov-Dec Bulletin mailed
7 ... Election Day
12-18 ... American Education Week

February, 2007
12 ... Kansas PTA Legislative Conference—Topeka
17 ... Founder’s Day

April, 2007
20-22 ... 93rd KPTA State Convention—Overland Park

If you are no longer a PTA president, please notify the Kansas PTA State Office and forward this and all mailings immediately to your successor.

2006-07 Kansas Citizenship Theme:
“It is important to vote because ...”

2006-07 Reflections Theme:
“My favorite place ...”