



President's Message



**Training & Membership
Start the Year Right**

By Fourth District PTA President Maureen Christensen

Here we are at the beginning of a new school year.

Welcome to all of our new PTA leaders and welcome back to our returning or veteran leaders. I wanted to focus on two things in this edition of the Orange Leaves: training and membership. For the new PTA leaders you are probably feeling a little hesitant about your new PTA responsibilities. Maybe you are concerned about how to conduct a meeting, prepare an agenda, do a treasurer's report for the first time. There is a solution for your anxiety....**TRAINING.**

Fourth District PTA will offer training for all of the major PTA positions in September. If you would like more personalized or personal training we can help with that too. We can put you in touch with your council officers or Fourth District PTA officers who can help you with all of your training needs.

If you are a veteran PTA leader you probably think you have been trained in all things PTA. But guess what? Things change rapidly in today's PTA world. So, if you haven't been to training in a while I encourage you to come back. If you are a second year president maybe you would like to take the financial officers training or maybe membership. If you are a financial officer maybe you would like to take the fundraising training. All of these classes will help you be a better officer.

Next let's talk about membership. Now is the time to be focusing on your membership campaign. Overall Fourth District had fantastic membership results last year. Pat yourselves on the back for all of the hard work you did.

I encourage you to make a plan and to work the plan to increase your membership this year. Recruit new members. Bring back the old ones. Invite the teachers and staff at your school.

We don't want you to increase your membership because we want to see larger numbers. We want more members of PTA because that means that more people believe in and support the purposes of PTA:

PURPOSE OF THE CALIFORNIA STATE PTA

To promote the welfare of children and youth in home, school, community, and place of worship.

To raise the standards of home life.

To secure adequate laws for the care and protection of children and youth.

To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.

To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

So go out there and remind parents, staff, and your community about the Purposes of PTA. Recruit more members so that we can help more children.

I hope that you have a rewarding and fun-filled school year! Remember PTA is a lot of hard work but it is also a lot of fun!

Maureen

**Fourth District
PTA®**

everychild.onevoice.®

*Artículos en español
paginas 10 y 11*

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Communications basics to kick off your year

By Fourth District PTA Vice President for Communications Kathleen Fay

PTA leaders have a wide variety of tasks to accomplish at the start of the new PTA year. Here are some basic tips to help you get your communications off to a good start.

Who's who? Create and distribute an up-to-date roster of all your PTA leaders that includes their job titles, names, and contact information. Your website should also have a clear list of officers and chairmen, but only post personal email addresses or phone numbers with permission.



Give and receive information. As a PTA leader, you will be receiving information from Fourth District PTA, California State PTA, and National PTA – most of which can be passed along to other officers and committee chairmen as important tools to help them be more effective. To stay in the loop, be sure to let everyone know that they can subscribe to PTA publications and access resources at those websites:

- * Regional OC/LA Fourth District PTA: www.fourthdistrictpta.org
- * State PTA: www.capta.org
- * National PTA: www.pta.org

Use the PTA logo to remind people of all that you do.



You can download the PTA logo from www.capta.org and either use it as-is, or as part of a logo that you create for your

own school or council PTA (add your PTA's name above the logo in Arial Black). Include the logo on all of your PTA documents, on your website, and in online communications to familiarize members of your school community with the scope of PTA's involvement and contributions. (From the capta.org Home page, go to RUNNING YOUR PTA > COMMUNICATIONS > VISUAL IDENTITY.)

Keep media current. Now is the time to collect contact data for your potential members, update your website, summarize your programs in back-to-school guides, put up membership posters, post your upcoming meeting and event dates, and prepare your first newsletter. Plan what you'll need to do to make the best use of emails, banners, fliers, school events, social media, and videos.



Anyone missing? Consider what special efforts your PTA may need to make to reach out to members of your school community who are not easily contacted through the usual methods, such as those without access to online media, or who may need information translated into another language. Press releases to local papers may remind the broader community that everyone has a stake in ensuring the success of children, youth, and families.



Fourth District PTA

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Fourth District PTA comprises 20 councils in Orange & Los Angeles Counties with over 400 unit PTAs.

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Save the Date For Sacramento Safari: March 16-17, 2015

By Fourth District PTA
Safari Chairman Kim Anderson

What: Our annual not-to-be-missed trip to the state Capitol.

Where: Embassy Suites Hotel and the California State Capitol.

When: Monday, March 16 through Tuesday, March 17, 2015.

Who should attend: Unit and Council Advocacy/Legislative Chairs and Presidents.

Cost: Approximately \$600 per person which will cover airfare (individually booked), hotel, food, and registration.

Basic Policies:

- ◆ Attendees must be current PTA members.
- ◆ Attendees must be voted as representatives by a PTA unit or council.
- ◆ Attendees must be at least 18 years old or accompanied by a parent.
- ◆ Participation is limited to 100 people – first come, first served.

Safari Orientation: Friday, March 6, 2015; 9:30-11 a.m.

More information will be available soon at www.fourthdistrictpta.org

Resources for All PTA Leaders are Available from Fourth District PTA

- ✓ www.fourthdistrictpta.org is our fantastic website with the latest information on PTA programs and events. Explore the site for everything PTA.
- ✓ Fourth District is on **Facebook**. Friend us!
- ✓ **Orange Leaves** is Fourth District PTA's newsletter, which is published nine times per year. All PTA presidents, principals, and superintendents receive printed editions through OCDE mail service. *Orange Leaves* is posted electronically at www.fourthdistrictpta.org.
- ✓ **Leg-Links** is Fourth District PTA's list-serve for advocacy and legislation updates. It is emailed to unit and council legislation leaders.
- ✓ **Subscribe:** Additional PTA leaders may subscribe to Leg-Link, Orange Leaves, or Fourth District's regular informational email blasts by going to www.fourthdistrictpta.org, scrolling to the bottom corner of the home page, and filling in the form.

FOURTH DISTRICT PTA CALENDAR

September

- 1** Office closed for Labor Day
- 10** **Fall PTA Workshops**
Morning & evening sessions
National University
3390 Harbor Blvd., Costa Mesa
- 18** **Fourth District PTA Association
General Meeting**
9:30 a.m. - CP Roundtable
10:30 a.m. - General Meeting
Irvine Unified School District
5050 Barranca Parkway, Irvine
- 26** **Advocacy Roundtable**
9:30-11:30 am
Fountain Valley Sch District
10055 Slater Ave., Fountain Valley

October

- 16** **Fourth District Board Meeting**
9:30 a.m. - CP Roundtable
10:30 a.m. - Board Meeting
North Orange County ROP
385 N Muller St, Anaheim

November

- 13** **Council President Roundtable**
9:30-11:30 am
Fourth District Office
- 20** **Executive Committee Meeting**
9:30-11:30 am
Fourth District Office
- 26 -
30** **Office Closed for Thanksgiving**



The Crucial Role of PTA Secretary

By Fourth District PTA Secretary
Barb Shangraw

The PTA secretary is a vitally important position. In fact, it is one of three positions required for a PTA unit to be in good standing. Here are three reasons why:

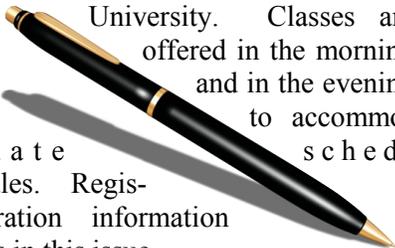
First, the PTA secretary keeps the unit records. These are legal documents that your organization must be able to produce if required. They include your PTA charter, your bylaws and the current and previous minutes.

Second, keeping complete and accurate minutes protects the officers of your unit and helps assure that PTA funds are used appropriately.

Finally, a clear and complete record of decisions made at each meeting helps eliminate confusion and misunderstanding, and allows your organization to run more smoothly.

Take your job as secretary seriously and learn how to do it correctly. If you did not attend a secretary workshop at the PTA State Convention or the Fourth District PTA Spring Workshops, plan to attend the Fourth District fall training on September 10 at National University. Classes are offered in the morning and in the evening to accommodate schedules. Registration information is in this issue.

You can get information about the secretary's duties from the *California State PTA Toolkit*, which you can access at toolkit.capta.org, and additional information from California State PTA at capta.org or from Fourth District PTA at fourthdistrictpta.org.



IMPORTANT INFORMATION FOR REFLECTIONS CHAIRPERSONS

By Fourth District PTA VP Programs Kathleen Sarangay

The 2014-2015 Reflections Theme is
“The world would be a better place if...”



TRAINING: Reflections training will be offered at the fall workshops on Wednesday, September 10 at 9:30am. Please see the workshop registration information in this newsletter or review workshop information online: <http://www.fourthdistrictpta.org/>

DUE DATES: Councils and out-of-council units: Your due date to Fourth District is Friday, December 5 by 1pm at the Fourth District Office.

Units/Schools: Please contact your council PTA for program due dates. Allow time for judging entries.

INSTRUCTION FOR ALL ENTRIES:

- ✓ All artwork must contain a title and include an artist statement.
- ✓ Each entry must be the original work of one student only.
- ✓ Use of copyrighted material is prohibited.
- ✓ Student Entry Forms – Only students whose winning entries are moving to the next level of the competition will be required to complete the official National PTA Reflections entry process.
- ✓ Please follow the State PTA guidelines for file formats related to artwork. Maximum file size of 1GB (gigabyte) can be submitted.

Additional information and forms for this year's Reflections program in English and Spanish can be found at

<http://www.fourthdistrictpta.org/reflections/>

<http://www.capta.org/sections/programs/reflections.cfm>

<http://www.pta.org>

Celebrate all entries by displaying them at your school.

***If you or anyone you know would like to serve on the Fourth District PTA Reflections Committee, please contact Kathleen Sarangay at programs@fourthdistrictpta.org or Maureen Christensen at president@fourthdistrictpta.org. You can also call the office at 714-241-0495.

Theme Search for the 2016-2017 Reflections Program

The California State PTA Reflections Theme Search submission due date is November 1, 2014. Students submit their Reflections Theme Search form with their entry by mail to:

California State PTA
Attn: Reflections Theme Search
2327 L. Street
Sacramento, CA 95816.

Please note that emails or facsimiles will not be accepted.

Find the theme search entry form at

<http://downloads.capta.org/ref/ThemeSearch.pdf>





Orange County Career Pathways Partnership Prepares Students for the 21st Century Workforce

By Al Mijares, Ph.D., OC Superintendent of Schools



Orange County is a diverse and dynamic region with the human and economic resources necessary to lead the nation in college and career readiness and success. The California Career Pathways Trust grant can significantly contribute to this vision. The California Department of Education has awarded the Orange County Career Pathways Partnership (OCCPP) a \$15 million California Career Pathways Trust grant to create a countywide infrastructure to expand career pathways for students from kindergarten through college. Led by the Orange County Department of Education (OCDE) and Saddleback College, OCCPP is one of twelve recipients awarded a \$15 million grant and represents the largest regional consortium in the state.

Orange County school districts, institutions of higher education, businesses, and community partners will make up this regional consortium to ensure that our students have the opportunity to explore their interests and participate in career pathways of their choosing. OCCPP will make career pathway programs accessible to Orange County students from all academic, socio-economic, and achievement levels ranging from Gifted and Talented Education (GATE) students, to alternative education students, foster youth, and students with physical and learning disabilities. OCCPP will provide courses and learning experiences that produce competent graduates capable of securing high-skill, high-wage jobs.

The California Department of Education has awarded the Orange County Career Pathways Partnership a \$15 million California Career Pathways Trust grant to create a countywide infrastructure to expand career pathways...

Students will participate in career exploration and on-the-job training that prepares them to earn certificates, associate degrees, baccalaureate degrees, and advanced degrees in three target sectors: Health Care/Biotechnology; Engineering/Advanced Manufacturing and Design; and Information Communication Technology/Digital Media. The same skills necessary to navigate a college degree are required to be successful in career technical education. Students will need to master subjects at the same rigorous level of abstraction and understanding as those entering a traditional university system. These programs will also align career courses with rigorous science, technology, engineering and mathematics (STEM), California Academic Standards, and Career Technical Education Model Standards that provide real-world application of career concepts, linking the content to industry needs.

OCCPP will build career pathway partnerships among employers, schools, and colleges and improve the transition into post-secondary studies and career preparation. This initiative will develop a countywide infrastructure to prepare Orange County students for the 21st century workplace, support them in reaching their personal career goals, and equip them to lead the nation in college and career readiness and success.

Parliamentarians: Getting Off to a Great Start

By Fourth District PTA Parliamentarian Erin Jenks

Well, it's that time of year again when we shop for back-to-school clothes, make the last few trips to the beach, start going to bed earlier, and trying to get our kids to finally complete their summer reading assignments. It's also the time to gear up and get a jump on the PTA year.

There have been changes made to a few things regarding your office of parliamentarian. First and really important is that the job description for parliamentarian has been streamlined and changed. Be sure to download the job description from the new *Toolkit*, or get the copy that was sent to your president in the summer mailing.

There are updates to the unit bylaws simplifying and streamlining various sections and standing rules to clarify and simplify updating your bylaws. These will be avail-

able in print form and on e-Bylaws beginning September 1, 2014.

At the PTA convention in May, a dues increase was approved to become effective July 1, 2015. You can update your bylaws to reflect this change, or wait until your next bylaws submittal and include it then. You will have to pass through the increase, but you do not have to resubmit bylaws to do this.

Be sure that you have registered for training coming early in September. We will discuss the changes and cover the latest and greatest from state leadership. Happy 2014-2015!



What Parents Need to Know This Back-to-School Season

California State PTA Shares Six Key Tips For All Parents



Millions of children throughout California head back to school this month. Well-informed, engaged parents make a vital difference in helping students and schools succeed.

When families, schools and communities work as partners, student achievement is boosted and children are better prepared to lead happy and productive lives. As the 2014-15 school year approaches, California State PTA shares six key tips all parents need to know this back-to-school season.

1. It starts with attendance.

Children need to be in school to learn – it's that simple. If children don't show up for school every day, they miss out on developing fundamental skills. Data shows children who are chronically absent in kindergarten and first grade are far less likely to read proficiently at the end of third grade. Parents and families are essential partners in making sure students attend school, and play a key role in identifying the barriers to attendance as well as what motivates students to go to school. For more information on the importance of school attendance, check out the new toolkit from Attendance Works.

2. Support learning at home.

Parents are their children's first teachers and are key in creating a home environment that helps a child succeed. Families can help children develop good study habits and attitudes that lead to becoming lifelong learners by having a special place where children can do their homework, setting a "regular time and place" to study. Parents can also ask questions about school activities. Ask "what are three new things you learned today?" rather than "how was school?" It's never too early to start talking to your children about their dreams for college and career to show how much your family values education and what they do in school each day. Engage in educational conversation by turning ordinary time together into "teachable moments." Provide children access to books, magazines and newspapers as well as art supplies such as crayons, markers and colored paper either in your home or through a local library or community center. Also, limit access to TV, computer and video games.

3. Understand the important link between health and student achievement.

Active and well-nourished children have better attendance, stay in school and are ready to learn. Ensuring your child has a healthy breakfast and plenty of exercise is a great place to start. Oral and general health check-ups are also important. Adolescents with poorer general health are less likely to graduate from high school on time or attend college. Chronic diseases such as asthma, diabetes, obesity and tooth decay affect about 20-30 percent of children in California, which leads to more absenteeism and lower school performance. Team California for Healthy Kids, an initiative of the California Department of Education, provides additional resources on the connection between health and learning.



4. Establish a relationship with your child's teacher.

Working together, parents and teachers give kids their best chance to learn. Establishing a relationship and open channels of communication with your child's teacher is a must. Attending your school's back-to-school night is one opportunity to meet and talk with your child's teacher – but building a relationship should be year-round. Understand how information will be shared and how you can be informed about assignments. Ask if the school has an online portal for checking grades and staying up-to-date on classroom information. Ask about how well your child is doing in school and how you can support learning at home. Find out more about how grade level and school expectations affect your child's progress. Your child's teacher can also tell you how much time he or she expects students to spend on homework. Ask your principal, school site council or PTA if your school or district has a homework policy, including how to handle homework if your child needs to be absent. California State PTA has a strong stand in support of homework quality and recently passed a resolution titled, "Homework: Quality Over Quantity."



5. Learning in the classroom will look different with the implementation of Common Core State Standards.

California is updating the way we prepare students for the future. We don't know what tomorrow's jobs will be, but we know that our future depends on a strong workforce in which critical thinking and problem-solving skills can be applied in any context. That's the idea behind the Common Core State Standards; they are guidelines that will help schools focus on deeper, richer learning to prepare students for the 21st century workforce. As part of the transition to new standards, California will also implement a new testing system, called Smarter Balanced, which will evaluate student achievement in a more meaningful way by leveraging technology that tailors questions to responses. To learn more about what your child will be learning in each grade level, check out PTA's Parents' Guide to Student Success and additional resources online at www.capta.org.

6. Get engaged: Your voice matters in school decision making.

The new Local Control Funding Formula (LCFF) and Local Control and Accountability Plans (LCAPs) offer an historic opportunity to usher in a new era of greater parent and family engagement in our schools. Parents have a seat at the table when important decisions are being made at your child's school and in the school district – and there are opportunities for you to have a voice and get engaged! You can take a deeper look at each of the eight state priority areas in California State PTA's LCAP Quick Guides.

Membership is essential to PTA

By Fourth District PTA Vice President for Membership Lisa Boler

California State PTA is the largest volunteer organization in the state dedicated to improving the well-being of all children and youth. Joining PTA supports local, state, and national efforts to improve the education of children and the lives of families.

Membership ensures that PTA's voice is heard on issues affecting young people as well as providing opportunities for parent education, communication and leadership development.

Here are some points to remember:

- ◆ Membership dues = amount due to National PTA (\$2.25) + California State PTA (\$1.25) + Fourth District PTA (\$0.60) + your council and unit dues.
- ◆ Everyone who joins your PTA should receive a membership card. The card is proof of membership, and entitles the member to vote, apply for scholarships, and receive benefits from the Members Only section of the National PTA website.
- ◆ The PTA Unit ID number on the card should be your National PTA number, which you can find in your bylaws.
- ◆ Dues forwarded to council PTA are per capita. Per capita means per person, so if your school has a family membership and a family has four members, the forwarded dues are four times the dues amount. Why? These dues are the only form of income for the council and district PTA, and make up a major portion of the income for state and national PTA as well. The dues



help to cover training, support, and the important legislative and advocacy work that PTA performs.

- ◆ Please make payment to your council, at the first council meeting, to cover the per capita dues for the number of members you currently have at your school.
- ◆ Continue to offer membership throughout the school year. Have membership forms available at meetings, back-to-school night, family nights, and other events.

When you receive these memberships, please continue to remit the per capita dues to your council at least monthly.

- ◆ Do not forget to invite teachers, administrators, and staff to join the PTA. As members, they can take advantage of PTA grant and scholarship opportunities.

- ◆ Invite school board members, your district superintendent, and local business owners who may benefit from your

school community to join your PTA; it does not hurt to ask!

NOTE: Councils, your deadline to remit membership to Fourth District for the "Ready Set Remit" Award is Oct. 16. Units, please check with your council for your due date.

Thank you for taking on the membership responsibilities at your school. I know it is a big job, especially at the beginning of the school year. Please send an email to me at membership@fourthdistrictpta.org or call me at 949-642-9429 if you have any questions or concerns.

Good luck with your membership campaigns. Wishing you much success!

Congratulations to these Outstanding PTAs in Fourth District

Five PTAs received accolades at the Fourth District Awards Luncheon last June. Congratulations to the following units and councils:

- ◆ Outstanding Unit/Elementary: Garden Park K-6 PTA, Garden Grove Council, Vickie Hanssen, President
- ◆ Outstanding Unit/Secondary: Yorba Linda High School PTSA, Placentia-Yorba Linda Council, Kristen You, President
- ◆ Creative Program: Tustin Ranch Elementary PTA, Out of Council, Kristin Simpkins, President
- ◆ Outstanding Council: Laguna Beach Council PTA, Kathleen Fay, President
- ◆ Honorable Mention for Outstanding Council: Capistrano Unified Council PTSA, Martha McNicholas, President



Yorba Linda High School PTSA Membership Chair Carolina State and President Kristen You receive the Outstanding Unit/Secondary Award from Fourth District President Maureen Christensen and Awards Chairman Jill Money at the Awards Luncheon in June.

Sweeten the World



One Drop at a Time

Fall 2014 PTA Workshops



DATE: Wednesday, September 10th
LOCATION: National University, 3390 Harbor Blvd., Costa Mesa
COST: Early Registration Fee: \$10 PER PERSON (no refunds)

Early Registration Deadline: THURSDAY, September 4th

Fourth District PTA must receive your registration form and payment on or before this date to be eligible for the early registration fee. Please allow time, if mailing.

All Late Registrations or at the door payments: \$20 per person

Walk-in registrations will be accepted only if there is space. Handouts are not guaranteed.

Note: You may attend sessions in the morning and in the evening for the same fee.

REGISTRATION PROCEDURES

- 1. Online at www.fourthdistrictpta.org. Payment must be made with a credit card. Payments may be made via PayPal.**
- 2. Print and mail or deliver the completed form with your payment to:**
 Fourth District PTA, 1520 Brookhollow Drive, #40, Santa Ana, CA 92705
 714-241-0495 * Hours: Monday-Thursday 9:30 to 2:00 * Email: fourthdistrictpta@sbcglobal.net

Please complete one form for each person attending the workshops.

Help us avoid errors and print clearly!

First Name:	Last Name:	Phone Number:
_____	_____	_____
Email Address:	Your Unit/School:	Your PTA Council:
_____	_____	_____

Payment will be made online with credit card mailed cash or check (No refunds.)
 Fees are per person. Please select **all** of the workshops that you plan to attend.

MORNING SESSION

- 9:30 to 12:30 President/EVP
- 9:30 to 12:30 General Financial
- 9:30 to 11:30 Membership
- 9:30 to 11:30 Reflections
- 9:30 to 11:30 Parliamentarian
- 9:30 to 11:30 Fundraising Essentials
- 9:30 to 11:30 PTA & Elections
- 9:30 to 10:30 Secretary
- 11:00 to 12:00 Historian

EVENING SESSION

- 6:00 to 9:00 President/EVP
- 6:00 to 9:00 General Financial
- 6:00 to 8:00 Membership
- 6:00 to 8:00 Auditor
- 6:00 to 8:00 Parliamentarian
- 6:00 to 8:00 Fundraising Essentials
- 6:00 to 7:00 Secretary
- 7:30 to 8:30 Historian

IN SPANISH – MORNING ONLY

- 9:30 to 12:30 President 9:30 to 12:30 General Financial
- 9:30 to 11:30 Membership 11:30 to 12:30 Secretary

Your registration and payment must be in Fourth District Office by 2:00PM on Thursday, September 4th to be eligible for the early registration fee. The fee will be \$20 per person for all registrations after September 4th. No childcare will be provided. Questions: Call 714-241-0495

Sweeten the World



One Drop at a Time

Talleres de PTA Otoño 2014



FECHA: Miércoles 10 de Septiembre

LUGAR: National University, 3390 Harbor Blvd., Costa Mesa

COSTO: Descuento de Inscripción Temprana:

\$10 POR PERSONA (no hay reembolsos)

Fecha límite para la Inscripción Temprana: JUEVES 4 de Septiembre

Para ser elegible para el descuento de inscripción temprana, el Cuarto Distrito de PTA debe recibir su formulario de inscripción y pago en, o antes de esta fecha. Si lo envía por correo, calcule la demora en tránsito y envíelo con suficiente tiempo.

Inscripciones demoradas o en la puerta: \$20 por persona

Todas las personas que se presenten sin haberse inscrito con anticipación, serán aceptadas solamente si hay espacio y no se les garantiza materiales educativos.

Nota: Las sesiones en español se ofrecerán únicamente en la sesión matutina.

PROCEDIMIENTOS DE INSCRIPCION

1. Por internet al sitio www.fourthdistrictpta.org. Todos los pagos por internet deben ser hechos con una tarjeta de crédito personal. Los pagos serán hechos a través de PayPal.
2. Imprima y envíe por correo postal o entregue personalmente este formulario con su cheque a:
Fourth District PTA, 1520 Brookhollow Drive, #40, Santa Ana, CA 92705
714-241-0495 * Horas: Lunes-Jueves 9:30 a 2:00 * Email: fourthdistrictpta@sbcglobal.net

Sírvase a llenar un formulario por cada persona que asistirá a los talleres.
¡Ayúdenos a evitar errores y escriba claramente!

Nombre:

Apellido:

Teléfono:

Email:

Su Unidad/Escuela:

Su Concilio de PTA:

El pago será hecho por internet con tarjeta de crédito cheque o efectivo por correo (No hay reembolsos.) La cuota es por persona. Sírvase indicar los talleres que planea asistir.

CLASES EN ESPAÑOL – UNICAMENTE EN LA SESION MATUTINA

- 9:30 to 12:30 Presidente – Abarca temas para presidentes, vice presidentes ejecutivos, consejos de liderazgo.
- 9:30 to 12:30 General Financiero – Enfocado para tesoreros, secretario financieros y auditores. Aprenda quien cuenta el dinero de PTA,
- 9:30 to 11:30 Membresía – Enfocado para vicepresidentes de membresía y/o jefes del comité de membresías. Aprenda a desarrollar una campaña de membresía efectivamente.
- 11:30 to 12:30 Secretario – Enfocado para secretarios, actas, lo que debe quedar asentado en las actas.

Este formulario de inscripción y su pago deben llegar en la oficina del Cuarto Distrito antes de las 2:00PM del jueves, 4 de septiembre para ser elegible para el descuento de inscripción temprana.

Después del 4 de Septiembre todas las inscripciones serán de \$20 por persona. No habrá servicio de guardería.

¿Preguntas?: Llame al 714-241-0495



Entrenamiento y Membresía Iniciaron Bien el Año

Por la presidenta del Cuarto Distrito
de la PTA Maureen Christensen

Aquí estamos iniciando un nuevo año escolar. Bienvenidos a todos nuestros líderes nuevos y anteriores de la PTA. Quería centrarme en dos cosas en esta edición de Orange Leaves: Formación y Membresía. Para los líderes nuevos de la PTA que probablemente se sientan un poco indecisos acerca de sus nuevas responsabilidades con la PTA. Tal vez usted está preocupado de cómo llevar a cabo por primera vez una reunión, hacer una agenda, hacer un informe del tesorero. Hay una solución para su preocupación...ENTRENAMIENTO.

El Cuarto Distrito ofrecerá capacitación para todas las posiciones principales de la PTA en el mes de septiembre. Si desea obtener un entrenamiento más personalizado o personal le podemos ofrecer eso también. Podemos ponerlo en contacto con los oficiales del consejo del Cuarto Distrito que le pueden ayudar con todas sus necesidades de entrenamiento.

Si usted es un líder anterior de la PTA probablemente piensa que ha sido entrenado en todas las áreas de la PTA. Pero ¿adivinen qué? Las cosas cambian rápidamente en el mundo actual de la PTA. Por lo tanto, si usted no ha recibido entrenamiento desde hace algún tiempo lo animamos a capacitarse. Si usted es presidente por segunda ocasión, tal vez le gustaría tomar el entrenamiento de oficiales financieros o tal vez el de membresía. Si usted es un funcionario financiero tal vez le gustaría tomar el entrenamiento de recaudación de fondos. Todas estas clases le ayudarán a ser un mejor oficial.

Ahora vamos a hablar acerca de la membresía. Ahora es el momento de estar centrado en su campaña de afiliación. En general, en el Cuarto Distrito el año pasado fue fantástico incorporando nuevos miembros. Felicítense por todo el duro trabajo que hicieron. Yo les animo a hacer un plan y trabajar en el plan para incrementar su membresía este año. Reclutar nuevos miembros. Traer de vuelta los viejos. Invite a los maestros y personal de la escuela.

No queremos que usted incremente su membresía porque queremos ver el incremento de los números. Queremos más miembros en la PTA, porque eso significa que más personas creen y apoyan los propósitos de la PTA. Recuerde los propósitos de PTA son:

PROPOSITO DE LA PTA DE CALIFORNIA

- * Promover el bienestar de los niños y jóvenes en el hogar, escuela, comunidad y lugar de culto.
- * Elevar el nivel de vida en el hogar.
- * Asegurar leyes adecuadas para el cuidado y protección de niños y jóvenes.
- * Estrechar la relación entre el hogar y la escuela, que los padres y los maestros puedan cooperar inteligentemente en la educación de niños y jóvenes.
- * Desarrollar entre los educadores y el público en general esfuerzos unificados para asegurar que todos los niños y jóvenes obtengan las mejores oportunidades en la educación física, mental, social y espiritual.

Salgan y recuerden a los padres, el personal y la comunidad acerca de los propósitos de la PTA. Recluten más miembros para que podamos ayudar a más niños.

Espero que tengan un año escolar lleno de recompensas y diversión! Recuerde que PTA es arduo trabajo, pero también es muy divertido !!!!

Sweeten the World



One Drop at a Time

Cumpliendo con las Responsabilidades Tributarias de su Unidad

por Angela Carswell, Cuarto Distrito Tesorero

Para cerrar el año fiscal 2013-2014 de su unidad o concilio de PTA necesita determinar si los formularios tributarios del año anterior fueron llenados y presentados por los oficiales anteriores durante el verano. Si así fue, usted deber tener una copia de cada formulario y/u obtener la información específica de quien y a qué agencia gubernamental esto fue presentado. Si estos requisitos no han sido cumplidos, es hora de que los oficiales entrantes se encarguen de presentarlos.

Todas las PTAs son responsables de presentar los siguientes formularios gubernamentales:

Internal Revenue Service (IRS) Formulario 990 – La versión depende del total de sus ingresos brutos:

- ✓ Menos de \$50,000 – Use el formulario electrónico 990N.
- ✓ De \$50,000 - \$200,000 – Use el formulario 990EZ, incluyendo Anexos A y O
- ✓ Más de \$200,00 – Use el formulario 990, incluyendo Anexos A y O

California Franchise Tax Board (FTB) Formulario 199– La versión depende del total de sus ingresos brutos:

- Menos de \$50,000 - Use el formulario electrónico 199N
- Más de \$50,000 – Use el formulario 199

California Attorney General/Department of Justice – Charitable Trust Renewal Form RRF-1 (Renovación del Número de Fundación Benéfica)

- Dependiendo de sus ingresos brutos tendrá que pagar una cuota.
- Los números de ingresos tienen que ser iguales a sus formularios tributarios

Algunas PTAs tendrán que presentar papeleo adicional.

- * Unidades incorporadas tienen necesidades ligeramente distintas. Consulte a un contador.
- * Las PTAs que planean sostener rifas (cualquier rifa en donde se colecta dinero a cambio de un boleto/o juego de azar) necesita registrar con anticipación sus rifas para el año escolar 2014-2015 con la oficina del Procurador de California.
- * Las PTAs que recibieron donación de un solo contribuyente de \$5,000 o más durante 2013-2014 tiene que presentar el Anexo B con su formulario 990.

FECHA LIMITE: Para PTAs con año escolar del 1 de julio al 30 de junio, la fecha límite para la preparación y presentación de todas las formas mencionadas arriba es noviembre 15*. Las mismas pueden ser finalizadas tan pronto como los reportes financieros sean completados y auditados. (*Excepción: El registro de rifas tiene fecha límite del 1^{ro} de septiembre del año escolar que empieza)

INGRESO BRUTO: Es la cantidad total de todos los depósitos a la PTA durante el año fiscal, con la excepción de los pagos de membresía que no le pertenecen a su unidad o concilio y por concilios, cuotas de seguro de la unidad que pasan a través de la cuenta fiscal del concilio. Note que para productos de recaudación de fondos, esto incluye la cantidad total recibida, no la cantidad neta después que el producto se ha pagado.

MANTENIMIENTO DE DATOS: Haga tres copias de todos los formularios de impuestos, una para mantener en su unidad y la segunda para enviar a su concilio. La clave (Password) de su PTA para enviar electrónicamente los documentos 990N y 199N deben formar parte de los archivos del presidente y del tesorero.

INFORMACION ADICIONAL: Información más detallada puede ser encontrada en <http://www.capta.org/sections/finance/tax-filing-center.cfm>

También puede consultar a un profesional en asuntos de impuestos y con experiencia en organizaciones “Sin fines de lucro”.

Advocacy Training Roundtable

Friday, September 26, 2014

9:30 - 11:30 am

Fountain Valley School District Board Room
10055 Slater Ave., Fountain Valley, 92708
(Please park at the back or side of the building, not in front.)

Join us to learn the latest information from Sacramento and to hone your skills as advocates for children, families and schools in your communities.

Training and information for everyone from complete beginners to experienced advocates. Unit and council legislation/advocacy leaders should attend.

NOTE:

All PTA members are welcome to attend.

For more information contact: roundtables@fourthdistrictpta.org



September
2014

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Fourth District
PTA