



September 2015

Volume 80, Issue 1  
Fourth District PTA, CCPTS, National**President's Message****"YOU are the superhero all of our children need"...**

By Fourth District PTA President Bev Berryman

Today's PTA has stood the test of time, over 100 years strong. We would not be here today without leaders like you, who have joined together to serve all children with one voice. We all have our own story and our own reasons for volunteering, but we soon find that what is important to us for our children is also important to other parents for their children. By working together as a team we can better serve all children. Our PTA structure is comprised of teams at the unit (school) level, at the council (city) level and at the district (county) level – we are all here to offer our superpowers to help our units be the strongest that they can be.

As you prepare for the upcoming school year, it is important to be intentional about your actions as a PTA and make it a point to go out of your way to include everyone. Create an atmosphere in which parents who are sympathetic to our mission will feel comfortable joining us in our efforts to accomplish that mission. The responsibility of getting our parent peers involved, and keeping our local groups energetic and positive, lies principally upon us.

Consider the new parents and their concerns. Consider what they do not know, and what they do know. There is probably a lot that they do not know about how a school functions, but they understand the importance of their child. As leaders, we need to be outgoing and supportive and remember what first brought us to PTA. I remember being a new parent at my children's elementary school and not feeling secure enough to ask questions. I needed that "PTA Mom" who offered to help me maneuver the system.

Consider the parent who has participated in the past and who is waiting

for an opportunity to do so once again. Many people want to be invited or asked to join a group, and they may not feel comfortable volunteering without that little nudge. Just ASK. I would not be here today if someone had not asked me to take on a task.

Consider the parent who is not sure about our role as the PTA. Share the mission of PTA – "To positively impact the lives of ALL children and families." Use your superpowers to increase awareness and bring in members to support PTA. Some parents do not have the time to volunteer on campus and equate membership with volunteering; make it a point to separate the two activities. Ask them to "support" the PTA without having to commit to taking on a specific job.

The dedication of our committed parents makes us the most important group in serving the needs of our children. Remember that if we can connect with other committed parents, and when we recognize and encourage the love and care that motivates each of us in our work, we can benefit all children together. Our strength is in our people. Each of us brings a different superpower to the table. With our powers combined, we can help all children reach their full potential and achieve a successful future.

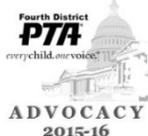
Thank you for taking on this important role. Go out there this year and use your powers for good to change the world!!


**Fourth District**  
**PTA**<sup>®</sup>  
*everychild.one voice.*<sup>®</sup>
*Artículos en español*  
*paginas 10 y 11*
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[www.fourthdistrictpta.org](http://www.fourthdistrictpta.org)

## SACRAMENTO SAFARI 2016...MUCH NEW!



### Council Presidents & School PTA Presidents:

➤ Please plan NOW to send your PTA advocate(s) (or, if you will not have an advocacy/legislation representative this year, yourself or your VP) to Fourth District PTA's flagship advocacy event of the year: *Sacramento Safari!*

### What to do:

- ➡ Remember that PTA is a child advocacy organization. This is an important and exciting PTA event!
- ➡ Include a line item of \$650 per person for *Sacramento Safari* in the **budget** you approve in September.
- ➡ Add *Sacramento Safari* to your events **calendar** for the new school year: February 22-23, 2016

Attendees will hear from key speakers on hot topics, meet at the Capitol with legislators, and have extensive networking opportunities. This is a not-to-be-missed event!

QUESTIONS? Please contact Kim Anderson at [sac-safari@fourthdistrictpta.org](mailto:sac-safari@fourthdistrictpta.org)

## FOURTH DISTRICT PTA

# CALENDAR

## September

- 7 **Office closed for Labor Day**
- 15 **Fall PTA Workshops**  
Morning & evening sessions  
National University  
3390 Harbor Blvd., Costa Mesa
- 17 **Fourth District PTA Association General Meeting**  
9:30 a.m.  
North County ROP  
385 N. Muller Street, Anaheim
- 25 **Advocacy Training**  
9:15 a.m.-Noon  
National University

## October

- 15 **Fourth District PTA Association General-Meeting**  
OCDE Board Room
- 16 **Tax Help**  
Fourth District Office

## Fourth District PTA

### President

Bev Berryman

### Vice President, Communications

Shanin Ziemer

### Orange Leaves Editor

Vanessa Hatch

### Orange Leaves Distribution

Brie Cuevas

### Translation

Natalia Duenas and Diana Flores

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

### Office Location

1520 Brookhollow Dr., #40  
Santa Ana, California 92705-5449  
(Off the 55 freeway at Dyer)

### Office Hours

Monday through Thursday  
9:30 a.m. to 2:00 p.m.  
Closed Fridays and all school holidays.

### Administrative Assistant

Deanna Seanoa

### Data Administrator

Leticia Keeling

### Office phone number

714-241-0495

### FAX number

714-241-0497

### Línea telefónica en español

714-540-1575

### Email address

[fourthdistrictpta@sbcglobal.net](mailto:fourthdistrictpta@sbcglobal.net)

### Website

[www.fourthdistrictpta.org](http://www.fourthdistrictpta.org)



# Parliamentarians—Getting off to a great start!

By Fourth District PTA Parliamentarian Christy Ballard

If you are a new Parliamentarian, you may have taken the job because your friend is the president and you were told you didn't have to do anything. That can certainly be the case, but the parliamentarian's job is important and does have specific duties and responsibilities. First and foremost, the parliamentarian advises the president on rules and points of order and procedural questions. You help the meeting run smoothly and ensure that every voice can be heard in an orderly fashion. Below are just a few additional responsibilities:

- Review and study the bylaws and standing rules annually.
- Ensure each member of the executive board has a current copy of the unit's bylaws and standing rules. Any member is entitled to a copy upon request.
- Become familiar with the unit's copy of *Robert's Rules of Order Newly Revised (or IN BRIEF), latest edition*.
- Provide the members and the executive board with training on simple parliamentary procedures; how to state a motion, rules of debate, quorums.
- Assist the president in meeting preparation, when requested.
- Advise presiding officer, when requested, on questions of parliamentary procedure. Parliamentarians do not "rule."
- Only the chair has the power to rule on a question of order. If the parliamentarian has expressed an opinion at the request of the chair, the chair must still make the ruling.
- Assist the presiding officer by keeping track of the order of those wishing to speak, motions, amendments, voting, etc., during meetings.
- Convenes the first meeting of the nomination committee and provides instruction to the committee members or procedures.
- Presents the nomination committee reports to the Association, generally at the April meeting, or earlier if there is no April meeting.

**Take the time now to Check bylaws for the following information and have it as a reference sheet at all meetings:**

- |   |   |
|---|---|
| PTA Name:   | Vice-Presidents:  |
| Fiscal Year:                                      | Standing Committees:                                    |
| Association Meeting Days:                         | Check signers:  |
| Quorum Association Meeting:                       | Date to elect nominating committee:                     |
| Special Meeting Association:                      | Nominating Committee Size:                              |
| Executive Board Meetings:                         | Date of officer election meeting:                       |
| Quorum Exec Board:                                | Audit Preparation:                                      |
| Special Meeting Exec Board:                       | Audit Presentation:                                     |
| Unbudgeted spending between Association Meetings: | <b>Council Parliamentarian (if in council)</b><br>Name: |
| Membership Dues:                                  | Telephone:  |
| Officers:   | Email:  |



In addition, the council parliamentarian shall:

- Remind units to use the latest version of *Bylaws for Local PTA/PTSA Units*
- Receive, review and assist with member unit proposed bylaw changes and keep records thereof. Forward proposed changes to the district PTA parliamentarian promptly, within one to two weeks
- Maintain a file of up-to-date bylaws for all member units within the council
- Offer bylaws and parliamentary procedure workshops for all units within the council PTA



## Tips from the Treasurer

By Fourth District PTA Treasurer Donna Broussard

Welcome to a new PTA year! As Fourth District PTA Treasurer, I would like to give you some tips to start your term out right.

At your First General Association Meeting in September, you will need to do the following:

- Present the Treasurer's Report from your last Association Meeting through 6/30/15
- Ratify checks written from your last Association Meeting through 6/30/15
- Present the Treasurer's Report from 7/1/15 through current  
Ratify checks written from 7/1/15 through current
- Adopt the Annual Financial Report for 7/1/14 - 6/30/15  
Adopt the Budget for 2015-2016
- Release budgeted funds for upcoming events

Tax Filing Requirements - Your PTA will need to file the following:

- IRS Form 990, 990EZ or 990N
- Franchise Tax Board Form 199 or 199N
- Attorney General's Office of Charitable Trust Registration Renewal form RRF-1

These must be filed by the tax deadline, which is 4.5 months from your PTA's fiscal year end (due November 15, for fiscal year end of June 30).

Step-by-step guidelines can be found at [www.capta.org](http://www.capta.org) - click PTA Leaders, click Services, click Tax Filing Support Center.

Don't wait to file, they can be filed now!



### Like us on Facebook!

Did you see the hundreds of fun ideas we posted this summer? Everything from recipes to places to go and things to do and more, along with helpful articles about issues that matter to you and current topics.

Like us on Facebook so you don't miss out! And be sure to Like and Share our posts.



## Congratulations to our Fourth District PTA Winning Schools

By Fourth District PTA Auditor Jill Money

On June 4<sup>th</sup>, we recognized several schools who were selected from numerous applications for the following awards. All our PTA schools are AMAZING, but we gave special recognition as follows:

### CREATIVE PROGRAM: Aliso Niguel High School PTA

Aliso Viejo HS successfully advocated against an alcoholic beverage license for the movie theater located in the Aliso Viejo Town Center.



Honorable Mention Creative Program: Plaza Vista Elementary PTA, Irvine

Honorable Mention Membership: RH Dana ENF SELPA, Capistrano

### OUTSTANDING UNIT ELEMENTARY: Rossmoor PTA, Los Alamitos

Some of the notable programs at Rossmoor PTA is the Volunteer of the Week and The Castle Rossmoor's "Readers are Leaders" program which uses parent volunteers to print word count reports twice monthly from the Accelerated Reader program.



### OUTSTANDING UNIT SECONDARY: San Clemente High School PTA

Congratulations for celebrating the school's 50<sup>th</sup> Anniversary! Among the many PTA programs were: Two standing-room-only events by authors of the books, "Clean" (about drug addiction) and "Weeding Through the Myths" (about marijuana use in CO), free Teen Driver Safety class that requires attendance by parent and teen for a campus parking permit offered four times a year, reduced fee (\$85) for Cardiac Screenings, and weekly PTA Enews sent to all parents to include them in school communications.



### OUTSTANDING COUNCIL: Fullerton Council PTA

Fullerton Council PTA hosted the first ever Fullerton STEM (Science, Technology, Engineering, and Math) Summit. Over 2,000 attended this successful evening event.

**Congratulations! We appreciate the efforts by our PTAs and thank you for all you do for children!**



## Important Information For Reflection Chairpersons

By Fourth District PTA Reflections Chair David K. Lee

The 2015-2016 Reflections Theme is  
**" Let Your Imagination Fly"**

TRAINING: Reflections training will be offered at the fall workshops on Wednesday, September 15 at 9:30 a.m. 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 Wednesday, December 2 by appointment 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 David K. Lee at [reflections@fourthdistrictpta.org](mailto:reflections@fourthdistrictpta.org) or Michele Langham [programs@fourthdistrictpta.org](mailto:programs@fourthdistrictpta.org). You can also call the office at 714-241-0495.

### Theme Search for the 2017-18 Reflections Program

The California State PTA Reflections Theme Search submission due date is November 1, 2015. 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>



### Historians, your job starts now!

By Fourth District PTA Historian Lisa Boler

The Historian has the important job as the manager of the volunteer hours. It is amazing to discover just how many hours of service are volunteered each and every year. Keeping a record of volunteer hours is crucial for many reasons. It helps California State PTA and National PTA maintain their federal tax-exempt status. An organization granted non-profit charitable status must receive one-third of its support from the general public, which can include service hours spent carrying out the purposes of the organization.

Please make sure to record those volunteer hours. Always pass around a tally sheet at each PTA executive board and association meeting. Many units have a volunteer sign-in sheet in the school office as well.

You can find a sample volunteer tally form in the *California State PTA Toolkit*, and on the California PTA web-site ([www.capta.org](http://www.capta.org)). Some historians prefer to format their own tally sheets with the names of the officers and their positions.

Make sure to record the hours of all members who volunteer at school. Volunteers should include the time that they spend preparing for meetings, organizing events, driving, making telephone calls about PTA activities, and attending trainings and meetings.

We appreciate all that you do for the children of Orange County, so let's keep track of your dedication and commitment!



## JPL Internship Exemplifies Collaborative Efforts To Create College & Career Pathways

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



Students often associate summer vacation with beaches, shopping malls and family getaways. But if you ask eight young men and women from Santa Ana how they spent their break, they're more likely to talk about mechanical engineering, aerospace or computer programming.

That's because these students — all from Century, Godinez, Saddleback and Segerstrom high schools in the Santa Ana Unified School District — secured highly exclusive paid summer internships at NASA's Jet Propulsion Laboratory in Pasadena.

This was not merely a job-shadowing exercise. Over an eight-week stretch that concluded on Aug. 14, Paula Casian, Minhach Chau, Denise Garcia, An Ho, Troyce Morales, Luis Terrones, Michelle Tran and Rosa Yanes worked directly with science and engineering mentors, performing highly technical work to advance real JPL projects.

This opportunity was made possible thanks to community partners including OpTerra Energy Services and, of course, JPL. And it's precisely the type of experience that was envisioned when the state Department of Education awarded our own OC Pathways initiative a \$15 million grant to expand career pathways for students from kindergarten through college.

Led by the Orange County Department of Education and Saddleback College, OC Pathways comprises more than a dozen school districts, nine community colleges, two major universities, four regional occupational programs,

three workforce investment boards, numerous community partners and more than 100 businesses — all focused on carving out clear pathways that will lead students of all backgrounds and academic levels to rewarding careers. OC Pathways is one example of how OCDE is working to fulfill its vision that Orange County students will lead the nation in college and career readiness and success. I would be remiss in not adding that it aligns nicely with our state's recent efforts to promote critical thinking, creativity, communication and collaboration.

Building capacity in these areas is critical for success in a world that has become far more complex and connected than at any time in our history. Suffice to say, the technological revolution that began a decade or so ago isn't pausing for us to catch our breath, and our global competitors have no interest in waiting for the U.S. to lead the way. The good news is California is reinvesting in our schools and, for the first time, channeling more resources to the students with the greatest needs. Moreover, our state has put standards in place that take learning to a substantially deeper level.

Our work is far from done, but the Orange County Department of Education and the school districts we serve are highly motivated and, indeed, well positioned to ensure students receive the training and preparation they'll need to thrive in their lives and careers.

Eight students from Santa Ana are just the beginning.

## Off to the National PTA Convention in Charlotte, North Carolina

By Fourth District PTA Executive Vice President Daniel Pietenpol & Vice President of Leadership Diana Flores

We want to thank the 4th District PTA for granting us the privilege to represent you in Charlotte, North Carolina at the National PTA Convention.

### RESOLUTIONS

All resolutions passed (some with amendments) and they will continue PTA's commitment to keeping parents informed and children safe.

1. Preventing Solicitation
2. Restraint & Seclusion
3. Sexual Harassment and Sexual Violence

### REFLECTIONS AWARDS LUNCHEON

We celebrated the amazing children who received national awards of Outstanding Interpretation, Excellence and Merit in the 2014-2015 National PTA Reflections Arts Program: *The World Would Be a Better Place If...* We celebrated our own Scott Roy Garretton from Mission Viejo, who received an Award of Excellence, Special Artist Division in Dance Chorography.



Daniel Pietenpol, with Justine Fischer, CAPTA President.

### IMPRESSIONS

"It is extremely important to continue to represent California by attending National PTA convention. It gives all PTA state volunteer representatives a greater appreciation for the effective leadership and parliamentary procedure acumen that we are part of during our annual California State PTA convention."

**Diana Flores, Vice President of Leadership**

"I was impressed with the quality of information provided. The speakers were outstanding. The workshops informative. The networking time invaluable. We made stronger connections with 33<sup>rd</sup> District and our new State PTA leaders. I look forward to using ideas learned to better engage parents, teachers and students more effectively over the next year."

**Daniel Pietenpol, Executive Vice President**



Diana Flores & Daniel Pietenpol.

**A fresh plan for advocacy****Do YOU speak up for kids?**

By Fourth District PTA V.P. of Advocacy Kathleen Fay

We have a new theme this year to focus on local “can-do” advocacy and promote civic engagement:



We'd like to “count you in” on our new advocacy efforts this year...but first, a couple of questions:

1. Do you speak up on behalf of your child? Do you ensure that her teachers understand her strengths and challenges? Do you help to identify his resource needs and see that they're met?

**Answer:** If you do this, then you're an advocate.

2. Do you speak up for not just your own child, but for all the kids in your child's classroom? In your child's grade? In your child's school?

**Answer:** If you do this, then you're an advocacy leader!

PTA was formed as a child advocacy organization, and today is the largest and most influential volunteer organization of its kind in America. Together, we work to do better for all our kids. How?

Locally, we might work with administrators to assure youngsters' access to recess time, set up reasonable homework limits, get crosswalks or stop signs installed, promote arts opportunities for students, ensure that school facilities are safe and adequate, contribute to school district policy decisions, or push for city ordinances that protect youth.

At the county, state, and national levels, we take positions on, advocate for, and even co-sponsor legislation that affects children, youth, and families. We safeguard funding for education. We speak to elected officials about the concerns of our communities. And we inform and educate the public about these important issues.

Whether our efforts are small in scale or vast in their influence, together we advocate to protect the interests of ALL our kids. Can we count you in?

This year, our advocacy efforts at Fourth District PTA will involve the active participation of many groups. To support the civic mission of schools, we'll encourage voter registration drives to promote the engagement of both parents and students who are coming of legal age – and we'll give you the tools to do so. We'll work to make sure that our schools' Local Control and Accountability Plans are drafted with input from PTA parents – and we'll teach you how to do this. We'll work with PTA councils and schools to find ways to identify and improve your school climate, to build up the arts, and to protect the rights and welfare of homeless children, foster youth, and English Language Learners.

That's why we're inviting all advocates and potential advocacy leaders to join with us this year: to do great things for all our kids. We offer training, resources, and support to help you succeed.

So, what do you say...Can we count you in?

**IMPORTANT ADVOCACY DATES 2015-16:**

September 25 – Advocacy Training (9:15 at National University)

November 6, January 22, April 22 – Advocacy Forums (formerly known as Roundtables)

February 22-23 – Sacramento Safari (Orientation is February 5)

March 14-15 – CAPTA Legislative Conference, Sacramento

June 7 – Election Day

TBA – Council Advocacy Leaders Roundtables

**Working Together to Create a Successful PTA Environment**

By Fourth District PTA V.P. of Education, Health &amp; Community Concerns Marilyn Amato

As we begin a new school year many of us will begin new positions in our PTA roles. In politics, business, sports, and family, *cooperation*, *collaboration* and *teamwork* are not just great words, they're great strategies.

As Ken Blanchard tells us, “None of us is as smart as all of us.” After all, TEAM means “Together Everyone Achieves More!” Lots of people have said some smart and inspiring things about the power of unity. Here are some favorites:

- Vince Lombardi: “People who work together will win, whether it be against complex football defenses, or the problems of modern society.”
- Margaret Mead: “Never doubt that a small group of

thoughtful, committed people can change the world. Indeed, it is the only thing that ever has.”

- Henry Ford: “Coming together is a beginning; keeping together is progress; working together is success.”
- Helen Keller: “Alone we can do so little; together we can do so much.”
- Finally, remember what Harry Truman said: “It's amazing what you can accomplish if you do not care who gets the credit.”

Developing our leadership skills by learning to delegate and work with others will help to guarantee a successful year.



## Fourth District PTA is Focused on Membership

By Fourth District PTA V.P. for Membership Candi Kern

The statewide theme for our membership campaign this year is "Focus on Membership." If you've been involved with PTA for more than a minute, you no doubt have heard the many reasons why our membership is so crucial to the health of our organization. The Fourth District PTA board is committed to the cause of membership this year, and we are here to support you in your efforts to keep our PTA strong!



Here are a few philosophical things to "focus" on as we begin our new school year:

- Membership is something to "focus" on all year long. It is not a one time drive in the fall. Membership chairs should be presenting reports at every meeting and sharing their successes and struggles. Council membership chairs should encourage dialogue among the unit presidents to help foster new and creative ideas across your councils.
- Your membership chair or VP is not solely responsible for your membership campaigns. All board members, and in fact all PTA members, must be active participants in maintaining and increasing membership. No one can do it alone.
- "Focus" on our successes. Your PTA does great things! Trumpet that from the hilltops – or at least from your school web-site or school marquee. People will want to support and be a part of an organization that is meaningful. Your PTA is meaningful. Make sure everyone knows it!
- "Focus" on some untapped members in your community – perhaps it's your school board? Your city council? Business leaders in your community? Or maybe even alumni? Of course, your teachers and school administrators need to be invited as well. There are folks out there who would love to support your PTAs. All you have to do is ask.

Now for some more practical tips:

- How much are dues? Here is the breakdown: \$2.25 to National PTA + \$2.00 to California State PTA + \$0.60 to Fourth District PTA + your council dues + your unit dues. (\*\*\*)Please note: At the State PTA Convention in spring of 2014, the delegates voted to approve a \$.0.75 increase in our membership dues to California Sate PTA. As of July 1<sup>st</sup>, that number increased from \$1.25 per capita to \$2.00 per capita.)
- Make sure everyone who joins PTA receives a membership card – either a hard copy, or the state approved electronic version.
- Membership dues are paid "through channels", meaning that units remit dues to their respective councils, and councils, in turn, remit dues to Fourth District.
- Beyond the perks offered through State and National PTA, Fourth District PTA is proud to announce a new membership incentive this year. We have partnered with the Discovery Cube in Santa Ana to provide some wonderful benefits for members. Each membership chair should have received fliers explaining the details of the program. We thank the Discovery Cube for their generosity and support of Fourth District PTA! (Please consult [capta.org](http://capta.org) and [pta.org](http://pta.org) for the most current lists of perks.)

Lastly, I want to personally thank you for the commitment you have made to PTA this year. Membership is perhaps one of the most important functions of our organization, because everything we do depends upon members. I applaud you for taking on this lofty endeavor, and we at Fourth District are happy to partner with you to make sure you have a successful year. Feel free to contact me at [membership@fourthdistrictpta.org](mailto:membership@fourthdistrictpta.org) with any concerns or questions.

### Important Tip

USE YOUR LEGAL PTA NAME as shown in your bylaws on all documents. "Jane Doe Elementary PTA" as opposed to "Doe PTA" Also, please print legibly if handwritten. Thank you!

**2016 California State PTA Convention**  
**Wednesday, May 4<sup>th</sup> through Saturday, May 7<sup>th</sup>**  
 Town and Country Resort and Convention Center  
 San Diego



Mark your calendars and reserve your budgets to attend the California State PTA Convention in 2016!

More details to follow every month in the Orange Leaves newsletter as well as through your Council President.

Christie Adams  
 Fourth District PTA V.P. of Convention



# Fall 2015 PTA Workshops



**DATE:** Tuesday, September 15th  
**LOCATION:** National University, 3390 Harbor Blvd., Costa Mesa  
**COST:** Early Registration Fee: \$10 PER PERSON (no refunds)

**Early Registration Deadline: FRIDAY, September 4<sup>th</sup>**

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

**Registration Options—Choose one of the following registration Options:**

- **Online at [www.fourthdistrictpta.org](http://www.fourthdistrictpta.org). Payment must be made with a credit card. Payments may be made via PayPal.**
- **Print and mail or deliver the completed form below 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](mailto:fourthdistrictpta@sbcglobal.net)**

Please complete one form for each person attending the workshops.  
**Help us avoid errors and print clearly!**

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

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 Auditor
- 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 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

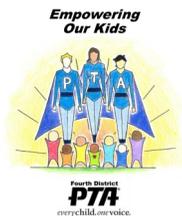
Your registration and payment must be in Fourth District Office by 2:00PM on Thursday, September 4<sup>th</sup> to be eligible for the early registration fee. The fee will be \$20 per person for all registrations after September 4<sup>th</sup>. No childcare will be provided. Questions: Call 714-241-0495

**ADVOCACY TRAINING**

FREE beginning & advanced advocacy training workshops

**9:15 am - Noon**  
**Friday, Sept. 25, 2015**  
**National University**

Register at:  
[www.fourthdistrictpta.org](http://www.fourthdistrictpta.org)



## Talleres de PTA Otoño 2015



**FECHA: Martes 15 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: VIERNES 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**

**Por internet al sitio [www.fourthdistrictpta.org](http://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.**

**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](mailto:fourthdistrictpta@sbcglobal.net)**

**Por cada persona que asistirá a los talleres, llene una solicitud  
¡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 – ÚNICAMENTE 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.

*Esta solicitud 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*

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**Mensaje del Presidente**  
**“TÚ eres el superhéroe que todos nuestros niños necesitan”... Por la presidenta del Cuarto Distrito de la PTA Bev Berryman**

La PTA de hoy ha superado la prueba del tiempo, más de 100 años de fortaleza. No estaríamos aquí el día de hoy sin líderes como usted, que se han unido para servir a todos los niños con una sola voz. Todos tenemos nuestra propia historia y nuestras propias razones para ser voluntarios, pero pronto encontramos que lo que para nosotros es importante para nuestros hijos, también es importante para otros padres. Trabajando juntos como equipo podemos servir mejor a todos los niños. La estructura de la PTA está conformada por equipos a nivel de la unidad (escuela), a nivel del Consejo (ciudad) y a nivel del distrito (Condado) – todos estamos aquí para ofrecer nuestros super poderes para ayudar a nuestras unidades a ser lo más fuerte que puedan ser.

Mientras se prepara para el próximo año escolar, es importante ser intencionales acerca de sus acciones como miembro de la PTA y hacer en lo posible en incluir a todo el mundo. Crear un ambiente en el que los padres que entienden nuestra misión se sientan cómodos al unirse a nuestros esfuerzos para realizar dicha misión. La responsabilidad de involucrar a los padres y de mantener a nuestros grupos locales, enérgicos y positivos, es principalmente nuestro compromiso.

Piense en los nuevos padres y en sus inquietudes. Considere lo que ellos no saben, y lo que saben. Probablemente hay muchas cosas que no saben acerca de cómo funciona una escuela, pero ellos entienden la importancia de su hijo. Como líderes, necesitamos apoyar y ser abiertos y debemos recordar que fue lo que primero nos trajo a la PTA. Recuerdo cuando era madre nueva en la escuela primaria de mis hijos y no me sentía lo suficientemente segura como para hacer preguntas. Necesitaba a esa “mamá de la PTA” quien se ofrecía a ayudarme a manejar el sistema.

Piense en el padre/madre que ha participado en el pasado y que está esperando la oportunidad de hacerlo nuevamente. Muchas personas quieren ser invitadas o quieren unirse a un grupo, y no se sienten cómodas en ser voluntarias sin ese pequeño empujón. Solo pregunte. Yo no estaría aquí el día de hoy si alguien no me hubiera pedido que realice una actividad.

Piense en el padre/madre que no está seguro acerca de nuestro papel en la PTA. Comparta la misión de la PTA – “para impactar positivamente las vidas de los niños y sus familias”. Utilice sus super poderes para crear conciencia y traer miembros que apoyen a la PTA. Algunos padres no tienen el tiempo para ser voluntarios en el campo y confunden el ser miembro, con el ser voluntario; separe las dos actividades. Pídales que «apoyen» a la PTA sin tener que comprometerse en asumir un trabajo específico.

La dedicación de nuestros padres comprometidos nos hace el grupo más importante en el servicio a las necesidades de nuestros hijos. Recuerde que si nos podemos

conectar con otros padres comprometidos, y que cuando reconocemos y fomentamos el amor y cuidado que motiva a cada uno de nosotros en nuestro trabajo, juntos podemos beneficiar a todos los niños. Nuestra fuerza está en nuestra gente. Cada uno de nosotros trae una superpotencia diferente a la mesa. Con nuestros poderes combinados, podemos ayudar a los niños a alcanzar su pleno potencial y lograr un futuro exitoso.

¡Gracias por asumir este importante papel y utilizar bien sus poderes en este año para cambiar el mundo!



## Consejos del Tesorero

Por la tesorera del Cuarto Distrito de la PTA Donna Broussard

¡Bienvenidos a un nuevo año de la PTA! Como tesorera del Cuarto Distrito de la PTA, me gustaría darles algunos consejos para comenzar bien su periodo.

En la primera reunión general de la asociación en septiembre, necesitarán hacer lo siguiente:

- Presente el Informe del Tesorero de la última reunión de la asociación hasta el 30 de junio de 2015.
- Ratifique los cheques escritos de la última reunión de la asociación hasta el 30 de junio de 2015.
- Presente el Informe del Tesorero desde el 1 de julio de 2015 hasta la presente fecha.

Ratifique los cheques escritos desde el 1 de julio de 2015 hasta la presente fecha.

- Adopte el Informe Financiero Anual del 1 de Julio de 2014 al 30 de Junio de 2015.
- Adopte el presupuesto para el 2015-2016
- Libere fondos presupuestados para eventos futuros.

Requisitos para la presentación de impuestos - Su PTA necesitará declarar lo siguiente:

- Formulario del IRS 990, 990EZ o 990N
- Formulario 199 or 199N “Franchise Tax Board”
- Formulario RRF-1 “Attorney General's Office of Charitable Trust Registration Renewal”

Estos deben ser presentados antes de la fecha límite, la cual es 4.5 meses antes de que se termine el año fiscal de la PTA (vence el 15 de noviembre, para el año fiscal que termina el 30 de junio).

Una guía paso a paso puede ser encontrada en [www.capta.org](http://www.capta.org) – haga click en PTA Leaders, haga click en Services, haga click en Tax Filing Support Center.

¡No espere para declarar, pueden ser presentadas ahora!

# **NEW Advocacy Workshops** **For all PTA advocates and members**



Friday, September 25  
9:15a.m. to Noon

**NEW LOCATION** at  
National University  
3390 Harbor Blvd., Costa Mesa  
in Rooms 139 & 142



- For Beginners: *Start Locally With Small Steps*
- For Advanced Advocates: *Bigger Steps for Change*

Registration required at: [www.fourthdistrictpta.org](http://www.fourthdistrictpta.org)

Deadline: Wednesday, September 23



1520 Brookhollow Dr., #40  
Santa Ana, CA 92705-5449

