



# Council News

Saddleback Valley Council PTA \* Fourth District PTA \* CCPTS  
25631 Peter Hartman Way \* Mission Viejo, CA 92691 \* www.svpta.org  
President: Julie Schwarz \* Newsletter Editor: Ann Shaver

## President's Message

By Julie Schwarz,  
SVPTA President  
[president@svpta.org](mailto:president@svpta.org)

Hello fellow PTA volunteers. I am Julie Schwarz and I will be your Council President this coming year. I am looking forward to meeting each and every one of you – and working with you to implement the goals you have for your units.

I have been involved with PTA for fifteen years – serving as President at both de Portola Elementary School and Laguna Hills High School. I have three children – two in college, and one will be a sophomore at Laguna Hills High School. I have been married for 22 years to my very supportive husband Mike. I believe in being involved in your

children's education and knowing what is happening in their schools. PTA has been a wonderful vehicle to accomplish that.

As you start your new school year, I encourage you to stay informed. Try to know what is happening at your school site, your PTA unit and Council. I know attending our meetings requires another night out, but we will work hard to make the time valuable. If there is one thing I am committed to – that would be to “not waste your time”. I ask that you attend our meetings, and in return we will work hard to make them valuable, informative, and brief. If I am ever falling short in this effort, please let me know.

Our first meeting is August 30<sup>th</sup>. If you are unable to attend, please send a representative. Remember that we are here to help train your officers, back you up

in any situation, provide information and be your friend. I look forward to getting to know you. I have made many friends through my PTA contacts and I cherish those relationships.

Again, I am looking forward to an awesome year. Please come up and introduce yourself at our August meeting.

### Upcoming Events:

#### September:

- 4th—School Board Meeting—SVUSD Board Room—6:30 PM
- 5th—School Board Mtg—SVUSD Board Room— 7PM
- 6th—First Day of School
- 12th—President/Principal Breakfast—SVUSD Board Room—9 AM
- 20th—Council Meeting—SVUSD Board Room—7:00 PM
- 27th—Elementary School Back to School Night—Time TBD by individual school

#### Items to bring to Aug. meeting:

- An updated roster of your Executive Board
- Your meeting schedule for the year
- A list of your unit's goals for the year

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## Announcing the Development of PTA Unit Special Education Chair Positions

By Caroline Paltin, Ph.D.  
Special Education Chair  
[svspecaled@svpta.org](mailto:svspecaled@svpta.org)

As the Special Education Chairperson for Saddleback Valley PTA, I will be working this year to assist the local PTA units in accomplishing the formation of a Special Education Chair position. **The PTA recommends the creation of a standing Chair position for Special Education in each unit.** The National, State, and Local PTA's believe that PTA's should advocate for creating public understanding of integration of children with disabilities into public classes and support programs for all ranges of special education.

If you don't already have a Special Education Chair on your PTA Board, then hopefully the information I can provide will help you understand the purpose of this position and how they can help at the unit levels. Special Education services are a part of every school in Saddleback. **Please invite and encourage a parent of a child participating in Special Education to serve as your local PTA Chair.** I will be assisting each chair in understanding their duties and responsibilities, once you have established this position. I can also assist you with ways of identifying an appropriate parent for the position, if needed.

In the near future, I will be sending you information regarding **upcoming parent education workshops related to Special Education.** These workshops will be aimed at helping parents, staff and administrators work together to find solutions to specific issues and needs and foster communication and awareness regarding Special Education in general.

My name is **Caroline Paltin** and I can be reached at [paltin@earthlink.net](mailto:paltin@earthlink.net) or by phone at **(949) 203-1595**. I would be happy to answer any questions you might have. I am excited to work with your Special Education Chairperson, and see this program grow this year, so please send me their name, email and phone information so I can be in contact with them to assist with orientation and program development.

## FINANCIAL NOTES

By Molly O'Grady  
Council Treasurer  
[svtreasurer@svpta.org](mailto:svtreasurer@svpta.org)



During these dog days of summer your budget committee must have developed the *PTA* budget for the 2007-08 school year. The proposed budget should be reviewed by the Executive Board (line by line) at your August meeting, expect that there will be changes! It must then be approved on by the Executive Board and *recommended* for adoption by the Association. Present the final budget to the Association at your first meeting in September for adoption. The treasurer, or budget committee chairman, should make the motion to adopt the 2007-08 Budget.

After the budget is adopted, it should be followed closely in all financial transactions. Remember, **adopting the budget does not authorize the expenditure of the money!** (*The PTA may not release the entire budget at the beginning of the year.*) Chairman must make motions to release funds to pay bills as needed throughout the year. For more information refer to the *Toolkit*, Section 5.2.

I do have extra copies of the spring financial training if your unit needs a copy. Please contact me at any time if you have questions. I look forward to seeing you soon.

## Is Your Year End Audit Complete?

As specified by your unit Bylaws, you must complete a year-end audit. Our last fiscal year ran from July 1, 2006 to June 30, 2007. Usually, last year's outgoing Auditor is responsible for this audit. Therefore, your audit should be completed and reviewed by your Executive Board meeting at your August meeting. For more information refer to the *Toolkit*, Section 5.4. The Audit checklist is on Toolkit page 383, and the Audit Report is on page 385.

Present the final completed Audit Report to the Association at your first meeting in September for adoption. The Auditor, should make the motion to adopt the June 30, 2007 Year-End Audit. The "Audit adopted" line on the Audit Report is the date of your of your Association's general meeting. A signed copy is attached to the meeting minutes and filed with your Secretary. Two additional copies of your adopted Audit Report must be submitted to Kelly Pittman at the September 20<sup>th</sup> Council Meeting.

Please contact Kelly at [svauditor@svpta.org](mailto:svauditor@svpta.org) with any questions or concerns.

## Reflections—What's it all about?



### What is Reflections?

The National PTA Reflections Program is an arts recognition and achievement program for students. The Reflections Program provides opportunities for students to express themselves creatively and to receive positive recognition for original works of art inspired by a pre-selected theme, while increasing community awareness on the importance of the arts in education.

### Is it a "contest"?

Participation and appreciation for the arts is the Reflections Program's goal. Although the Reflections Program follows a "contest" format, winning should not be the emphasis.

### Why should students participate in this program?

Participation in the Reflections Program is a great way for students to explore and learn about various art forms. Creating art is a valuable learning process that challenges students to use their critical thinking skills as well as their creative talents to produce art that supports a specific theme. Please see the council website for an online application or contact [svreflections@svpta.org](mailto:svreflections@svpta.org) for more information.

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

## 2006—2007 SVPTA CALENDAR

### August 2007

- 30th Council Meeting 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 5 PM in Facilities Conf Room)  
(Roundtable: How to Successfully Recruit Volunteers– 6 PM @ SVUSD Board Room)

### September 2007

- 4th School Board Meeting 6:30 PM @ SVUSD Board Room  
6th First Day of School  
12th President/Principal Breakfast 9 AM @ SVUSD Board Room  
20th Council Meeting 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 6 PM in Facilities Conf Room)  
27th Elementary School Back to School Night Time TBD by individual school

### October 2007

- 4th Intermediate School Back to School Night Time TBD by individual school  
9th School Board Meeting 6:30 PM @ SVUSD Board Room  
10th Superintendent's Forum 9:30 AM @ SVUSD Board Conf Room  
11th High School Back to School Night Time TBD by individual school  
25th Council Meeting—Membership Due 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 6PM in Facilities Conf Room)

### November 2007

- 13th School Board Meeting 6:15 PM @ SVUSD Board Room  
25th Council Meeting 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 6PM in Facilities Conf Room)

### January 2008

- 16th Superintendent's Forum 9:30 AM @ SVUSD Board Conf Room  
24th Council Meeting 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 6PM in Facilities Conf Room)

### February 2008

- 21st Council Meeting 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 6PM in Facilities Conf Room)

### March 2008

- 13th Council Meeting 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 6PM in Facilities Conf Room)  
20th 4th District Administrators Dinner TBA

### April 2008

- 10th Council Meeting 7:00 PM @ SVUSD Board Room  
(Executive Board Meeting 6PM in Facilities Conf Room)  
16th Superintendent's Forum 9:30 AM @ SVUSD Board Conf Room  
17th High School Open House Time TBD by individual school  
24th Intermediate School Open House Time TBD by individual school

### May 2008

- 1—4 CA PTA Convention  
22nd Council Meeting - Workshops 6:00 PM @ SVUSD Board Room  
29 Elementary School Open House Time TBD by individual school

### June 2008

- 5th SVPTA Council Dinner Time/Date TBD