

SVPTA Council Newsletter

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December/January



President's Message

By Suzann Gastreich
SVPTA Council President
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I walked into my garage tonight and 15 boxes of Christmas decorations were staring at me in the face. While I was excited that my husband is so on the ball, it also makes me wonder how it got here so quickly.

I don't know about you, but I feel like that about PTA too. I am so thankful for a wonderful start to the year, but I am also wondering how we got to the point where we are talking about nominating committees already.

I know I mentioned it at the November meeting, but I can't THANK YOU enough for all your hard work in the beginning of the year! You not only did a great Membership drive, but you probably had a few fundraisers, and family events to help coordinate at your schools. On top of that we have asked you to turn in SO MUCH paperwork to us. This is not only because we like to file so much, but it is because we want to make sure that your nonprofit status is not in any jeopardy. We want to keep you on track so that you can concentrate on your main goal of helping your unit to succeed and continue to provide the students at your school with the best enrichment programs possible.

I am looking forward to the New Year where we will have the opportunity to do some advocacy work, highlight our unit's outstanding achievements with the Reflections Awards Night as well as seeing all the Spotlight Award applications. I am also looking forward to our training events and seeing the new leadership that is emerging at your schools.

This is a truly exciting time in our home and PTA lives and I feel very blessed to have gotten to spend the beginning of the year together and can't wait for an EXCITING FINISH!!!

Suz

Upcoming Events

- 4th District PTA Advocacy Roundtable—12/09/2011 10:30 am
- SVUSD School Board Meeting—12/13/2011 6:15 pm
- *Winter Break*
- SVUSD School Board Meeting—01/10/2012 6:15 pm
- Martin Luther King Jr's Birthday—No School—01/16/2012
- Superintendent's Forum—01/18/2012 9:30am
- SVPTA Council Mtg—01/26/2012 7:00 pm

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SVPTA Council Newsletter



By Julie Collins
SVPTA Reflections Chairman
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Reflections Revisited *Recognition Ceremony!*

Thank you to all that participated. We received incredible entries and we are so proud of all of our students.

"Diversity Means"
2011-2012 Theme

Saddleback Valley PTA Council Reflections Recognition Ceremony

Monday February 27, 2012
6:00 pm - Gallery/Refreshments
6:30 pm – Award Ceremony

Location- SVUSD Board Room, 25631 Peter Hartman Way, Mission Viejo 92691

Time for the Mid-Year Audit!



By Molly O'Grady
SVPTA Auditor
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Attention Presidents and Auditors:

Believe or not, it's time to plan for your Mid-Year Audit! All PTAs must conduct audits semiannually. Check your PTA's Bylaws but most will say, in Article VI, section 8, that your Executive Board should review the audit in January, and adopt it at your February General Association Meeting. **This Mid-Year Audit covers the period from July 1, 2011 through December 31, 2011.** All PTA accounts, including a savings account or an online payment collection system (i.e., PayPal), require an audit. (*Toolkit 5.6.5*)

There is a wealth of resources to help you with the audit. The CA PTA "Toolkit", has under the "Finance Section 5.8" complete step-by-step procedures. You can find the Toolkit at www.capta.org. Our website has auditor training resources and forms at www.svpta.org under the financial tab. Finally, the 4th District PTA's website has fill-in-the-blank PDF forms for both the Audit Report and the Audit Checklist at <http://www.fourthdistrictpta.org/forms/AuditReport.pdf>

A copy of the adopted Mid-Year Audit Report, along with the Audit

Checklist, must be submitted to me at the SVPTA Council meeting on February 23, 2012. In the meantime, please feel free to contact me with any questions or concerns, at svauditor@svpta.org. Wishing you and your loved ones a happy holiday season!

Historian Hints— *Annual Historian Reports due March 29th!*

Calling all HistoriansAnnual Historian Reports due March 29th!

It's time to tally up all the volunteer hours from all volunteer functions that have been taking place at your schools for the period July 1 - June 30. While your Unit Annual Report is due on March 29th, don't forget that you will still need to estimate volunteer hours for the balance of April, May and June! It is the responsibility of every PTA Unit to prepare and Annual Report and should be completed by either the Historian or President (which is designated in your by-laws).

Not sure what to include as volunteer hours? While we don't seem to forget to include anytime spent by parents in the classroom or at

school functions, we do tend to overlook time spent on PTA related activities done away from school. Remember to log any time spent on the phone or in the car driving to/ from any PTA function or time spent attending any PTA related meetings as well as anytime spent at home on the computer working on PTA/school related work. Also consider that many parents fail to sign in/out at the front office where many volunteer hours are not being counted. Therefore, it is suggested that you multiply the volunteer hours by three or four times to come up with a more accurate total of volunteer hours donated by your association.

Please remember to complete and submit 2 copies of your Annual Report (including page 2 by

checking the appropriate boxes and making notes at the bottom). Annual Report forms were given at the October meeting but can also be found on the SVPTA website and in the toolkit on pages 319-320. If you have any questions, please contact Ann Shaver at svhistorian@svpta.org. Thanks in advance for your hard work, and remember...every minute counts!!!



By Ann Shaver
SVPTA Council Historian
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By: Brenda Tetteimer
SVPTA Council Parliamentarian
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Parliamentarian Pointers

Nominating Committee: The Most Important Committee

The Nominating Committee is one of the most important committees in PTA. Now is the time to place the election of the Nominating Committee on your Association Agenda as most units will elect this committee in December or January. The Nominating Committee must be elected two meetings prior to the annual election in March. For those units with monthly meetings, this means that the Nominating Committee will be elected in January, will post a Slate of Officers in February and hold the election of officers in March.

It is critical that the President and Parliamentarian understand their responsibilities with respect to the Nominating Committee. This is the only committee that the President is **not** permitted to serve on. The Parliamentarian is not an automatic member, and must be elected to serve. No PTA member may serve on this committee for two consecutive years, including the Parliamentarian. The principal or staff designee, although he/she may be elected, may and should serve as an advisory member. This person is the only person who may serve on this committee every year. Your Principal has a vested interest in the continued success of your PTA and the re-

cruitment of competent and committed leaders will keep your PTA organization healthy.

The Parliamentarian, whether an elected member or not, has a duty to provide direction and specific instructions to the Nominating Committee. The Parliamentarian will call the first meeting of the Nominating Committee and conducts the election of the committee chairman. Every member should be given a copy of the bylaws which contains a list of all of the officers and a listing of their respective job descriptions. Every Nominating Committee member and every nominee for office must be a current PTA member.

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Parliamentarian Pointers, continued

Do not shortchange the future of your PTA by not providing the leadership necessary to run a successful PTA. To ensure this, make sure that all steps in your bylaws and PTA Toolkit are followed! For further information, please review www.CAPTA.org and review documents posted in the Toolkit under the heading "Nominating Committee" or see documents posted on the <http://www.svpta.org/training> and go to the Parliamentarian Training section. Please remember it is the job of the Nominating Committee to nominate the best-qualified, available nominee(s) for each elected office. Appointed officers and chairmen are appointed by the president-elect and ratified by the board-elect.

Please contact Brenda Tetteimer, SVPTA Parliamentarian, at svparliamentarian@svpta.org if you have any questions or need further information. Thank you!



Community Outreach

I am honored to have been asked to step in as the Community Outreach chairperson, I have had many positions in the de Portola elementary PTA and I look forward to this new exciting endeavor with the SVPTA.

As I begin my journey in the SVPTA it is my honor to help be part of something very exciting. We are planning as a collaborative effort with not only the SVPTA and unit PTA's, but to also collaborate with the many PTO, STPO, SVUSD, SVEA, ASB organizations and more in the Saddleback Valley, to create and send valentines to our hard working military personnel. Together we are an amazing and strong force, this is a grand way to start our coalition and all work together.

By Christy Ballard
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By Colleen Logomasini
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Art Advocacy Report

In "Neuroeducation: Learning, Arts and the Brain," Johns Hopkins researchers shared findings showing that arts education can help rewire the brain in positive ways.

While proponents of arts education have long asserted that creative training can help develop skills translating into other areas of academics, little research had been done to investigate the scientific component. Aspects of training in the arts, like motor control, attention and motivation, were studied by researchers who participated in the report, with some interesting results. In one four-year study, students undertaking regular music training were found to have

changes in their brain structures helping them transfer their motor skills to similar areas. Another found students motivated to practice a specific art form and spent time with focused attention increased the efficiency of their attention network as a whole, even when working in other areas of study — and it improved their fluid IQ scores. Other studies reported similar scientific findings on the arts' impact on the brain, showing that sustained arts education is can be essential part of social and intellectual development. In this John Hopkin's study, Michael Gazzaniga, director of the Sage Center for the Study of Mind at the University of

California, Santa Barbara, summarized eight key highlights of the consortium's findings:

1. An interest in a performing art leads to a high state of motivation that produces the sustained attention necessary to improve performance and the training of attention that leads to improvement in other domains of cognition.
2. Genetic studies have begun to yield candidate genes that may help explain individual differences in interest in the arts.

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3. Specific links exist between high levels of music training and the ability to manipulate information in both working and long term memory; these links extend beyond the domain of music training.

4. In children, there appear to be specific links between the practice of music and skills in geometrical representation, though not in other forms of numerical representation.

5. Correlations exist between music training and both reading acquisition and sequence learning. One of the central predictors of early literacy, phonological awareness, is

correlated with both music training and the development of a specific brain pathway

6. Training in acting appears to lead to memory improvement through the learning of general skills in manipulating the differences between meanings of words or symbols.

7. Adult self-reported interest in aesthetics is related to a temperamental factor of openness, which in turn is influenced by dopamine-related genes.

8. Learning to dance by effective observation is closely related to learning by physical practice, both in the level of achievement and also the neural substrates that

support the organization of complex actions

Source:

