



# Auburn PTA Council

VOLUME 3, ISSUE 2

SEPTEMBER 2013

## D A T E S

### OCTOBER 8

COUNCIL MTG  
FUGATE BLDG.

### OCTOBER 15

MONEY MINDERS TRAINING  
Messiah Lutheran Church  
410 H St NE

### OCTOBER 17

HIGHLINE-BEST PRACTICES

### NOV 12

COUNCIL MEETING  
Messiah Lutheran Church  
410 H St NE

PTA & THE LAW  
TBA in November

### DECEMBER

Council Pancake Breakfast Fundraiser

## Training information and Council updates



Region 9 and the SDT (Service Delivery Team) has asked the local council's to "host" roadshow trainings! We are excited to offer these dates to accommodate busy schedules and different training classes. Please take advantage of these great opportunities.

Each Region 9 council that hosts the "roadshow" training will be at that district's administration building. You can email: [amysptastuff@hotmail.com](mailto:amysptastuff@hotmail.com) to get the address', or check our website, address's coming soon.

Please note that Auburn council will be hosting the October 15th Money Minders training. This will be held at the Messiah Lutheran Church; 410 H St NE.

All of these roadshow class's will count towards your local unit's training requirements! It's a great opportunity to get some extra training and PTA knowledge, to help you run a successful non-profit business!!

At the October meeting we will be going over our Standing rules, budget and talking about Legislative Assembly and Reflections. As always we will have our Superintendent and a School Board representative there as well. We will have a guest speaker, The Auburn Public Schools Foundation. We will then open the floor for discussion.

Senator Fain will be joining us at the November 12th meeting! This too will be held at the Messiah Lutheran Church. Due to space.

We want to hear from you! What topics would you like to see us talking about at the council meetings? What will help you and your local unit be more successful? How can we help you grow in your leadership skills? How do you see council, and what roll do you see us playing in your local units success? Send your answers/ comments inter-office mail to: Council PTA/Amy Collins at Alpac Elementary. Put your name on it or leave that part blank! We want to hear it!

We look forward to seeing you at our trainings and meetings!

With great respect,  
Amy Collins

### Serve Local Units

- Support & Encourage
- Educate & Train
- Facilitate information flow
- Coordinate programs

## Council Is To:

Need more information? An email or snail-mail address? Check out the web site: [auburncouncil.weebly.com/](http://auburncouncil.weebly.com/)

Our mission is to provide inspiration, information and instruction for our PTA units and the communities in which we

# Leadership Academy

## A Volunteer Recognition Award

The WSPTA is a volunteer organization. What ever differences we make in the lives of children are because of volunteers who are committed to being a voice for every child. In gratitude for many hours of service and training, the WSPTA Board of Directors created the Leadership Academy Awards Program. The purpose of this program is to recognize and acknowledge leadership skills attained by PTA leaders throughout all levels of the association. Application forms are due March 1st.

## Group Awards

Council Standards of Excellence  
Communication  
Honor Unit  
Mentor-A-PTA Award  
Outstanding Local Unit of the Year  
Outstanding Newsletter  
Outstanding Service Award - Region & Council  
Outstanding Service Award - State Level  
PTAs Taking Significant Action  
Outreach Champion Award  
Standards of Excellence (Local Unit)

## Individual WSPTA Awards

The Washington State PTA has an awards and recognition program whose purpose is to build pride and participation in, and an awareness of Washington State PTA programs; to give recognition for outstanding efforts; and motivate units and councils to

provide quality service for and involvement of their members.

Golden Acorn  
Honorary Life Membership  
Leadership Academy  
Outstanding Advocate Award  
Outstanding Student Advocate Award  
Outstanding Educator Award

## Membership Awards

Washington State PTA recognizes outstanding membership recruiting efforts to encourage membership enrollment early and throughout the year.

### BRONZE Level

For PTAs enrolling 50% of the previous year's membership by September 30th.

### SILVER Level

For PTAs with a 5% increase of the previous year's membership enrolled and paid by October 25th.

### GOLD Level

For PTAs with a 10% increase of the previous year's membership enrolled and paid by January 25th.

### PLATINUM Level

For PTAs attaining a 20% increase over previous year's membership enrolled and paid by March 30th.

## 100% Membership Award - Local Unit

To be awarded 100% Membership Local Units must

apply and have one paid membership for every child enrolled in the school associated with that local unit.

## 100% Membership Award - Council

To be awarded 100% Membership councils must have 100% active participation - all units in the council are enrolled, paid and "in good standing" by March 1st.

## 100% Teacher Membership Award

The 100% Teacher Membership Award is an award presented to a PTA unit that serves a school community, and enrolls 100% of its certificated teaching staff as members. For purposes of this award, all certificated teachers assigned to the school as their "home school", including those who spend part of their teaching time at another building, are included in determining the number of teachers.

The forms that are needed for each of these awards can be found on the [wastatepta.org](http://wastatepta.org) website under Membership, and under the leadership resources page. Please take the time to fill these out! Be proud of the things that you and your local unit accomplish!!

If you don't want to send these papers in to state, at least fill them out so that we can recognize you within Council. We want to celebrate the amazing things you do!!

# Year at a Glance/Deadline Dates

## September 2013

- 10 — Council Meeting (membership, reflections)
- 16—Pioneer Anniversary
- 22—Terminal Park Anniversary

## October 2013

- 8—Council General Meeting (standing rules, budget, goals)
- 15—Cascade Anniversary
- 18-19—WSPTA Annual Legislative Assembly at SeaTac Marriott
- 23—Lea Hill Anniversary

**25—Membership payment due**

## November 2013

- 1—Applegate Grant applications due to WSPTA
- 2—Ilalko Anniversary

**10—AIM insurance due**

**12—Council Meeting \*\* (Road Show Training!!)**

**15—IRS Form 990-N, 990EZ or 990 due**

**15 —100% Teacher Membership Due**

## December 2013

- 10—Drop off Reflections entries
- 10—Presidents and Principals Dessert

- 10—Council Holiday Party
- 20—Gildo Rey Anniversary
- 21—Mt Baker Anniversary

## January 2014

- 8—Auburn Council of PTA's Anniversary
- 14—Council General Meeting
- 18—Reflections Ceremony
- 19—Olympic Anniversary
- 25—Membership payment due**

## February 2014

- 4—WSPTA Focus Day in Olympia
- 11—Council Meeting
- 17—NPTA Founders Day

## March 2014

- 1—Leadership Academy and Awards applications due to WSPTA
- 1—Dick Scobee Anniversary
- 11—Council General Mtg
- 14—Alpac Anniversary
- 15—Chinook Anniversary

Parent/District Summit-Date- TBA

## April 2014

- 1—Council Meeting
- 10—Lake View Anniversary
- 12—Evergreen Heights Anniversary

**25-27—WSPTA Convention at Bellevue Hyatt Hotel**

## May 2014

- 13—Council General Meeting
- 25—Final Membership payment due
- 31—Charitable Solicitations Renewal due to Secretary of State

## June 2014

- 10—Board Meeting and End of the Year Party
- 19—Last Day of School (or June 20 or 21 if needed for school closure make-up days)

## July 2014

- 2—Arthur Jacobson Anniversary
- 30—Hazelwood Anniversary



# Local Unit Spotlight

Brag about your unit! Send information about upcoming or past events to share with other units.



## Membership

If you have questions about:

- how to increase your membership
- how to run a membership drive
- how to enroll your members

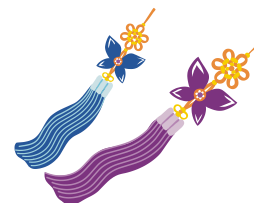
Contact Michelle Baker  
Imagine.lilacs@gmail.com

If you have questions about:  
your remittance form

- fee payments
- late payments

Contact Maria Edwards:

## Reflections: Believe, Dream, Inspire



Welcome to another wonderful year of Reflections! This year's theme is "Believe, Dream, Inspire". I am very excited to get the ball rolling. There have been a few changes to the program at the higher levels. This year state is only allowing 1<sup>st</sup> place participants from council to move on to the next level. Council will still recognize 2<sup>nd</sup> and 3<sup>rd</sup> place participants in our ceremony. Each local unit may send the top 3 entries for each category and grade level. For Elementary this means the top 3 in each category for Primary as well as the top 3 for Intermediate. Turn in date for council Reflections is December 10<sup>th</sup>, time and location TBA.

Below is a reminder as to what criteria a piece must meet in order to be forwarded to council:

- All entries must contain a Title.
- All entries must include an Artist Statement. The artist statement communicates what inspired the work and how it relates to the theme, and also describes the content of the work. The statement must include at least one sentence, but may not exceed 100 words.
- Artist names may not be visible on the front of Visual Arts or Photography entries.
- **All Entries must be accompanied by a completed and signed hard copy of the Student Entry Form**
- **Entries that use the image of anyone other than the artist must turn in a consent form signed by their legal guardian (if under 18) or themselves if they are of legal age.**

Each local unit must complete the online process before turning their school's work into council. If you need help completing the online process, did not get a chance to take the webinar one is available on the national website. Each unit must also provide a hard copy spreadsheet of entries moving forward.

Please have your chairs contact me at [causeyterp@gmail.com](mailto:causeyterp@gmail.com) or 253-431-4335 with any questions. Stevie Causey, Auburn Council Reflections Chair

# Treasurer Tidbits

## New Procedure!!

You are to send separate membership fees: Council fees are one check to Maria and State/National fees are one check to state.

Your first membership check is due October 25.

# Legislative Advocacy

## Take action

Subscribe to Washington State PTA's [Action E-List](#)

Get legislative news and keep up on WSPTA's advocacy through our [Grassroots Connection](#) blog. You can sign up for email updates at the blog site.

Network with other advocates via **LegTalk**, our legislative listserv. Please send an email to [adminstaff@wastatepta.org](mailto:adminstaff@wastatepta.org) and ask to subscribe in "real time" (emails sent as they are posted) or "digest" (one email of all daily posts)

## Legislative Assembly

October 18-19, 2013  
SeaTac Marriott Hotel

# Outreach

The Outreach Committee's vision is to see "The diversity that is present in our community reflected in our membership". We do this by reaching out to those who have differences in age, culture, economic status, educational background, ethnicity, gender, geographic location, legal status, marital status, mental ability, national origin, organizational position, parental status, physical ability, political philosophy, race, religion, sexual orientation, and work experience.

## Outreach Listserv – sign up and join the conversation

WSPTA members have expressed interest in building an Online Outreach Community where they can discuss issues, receive advice, share their experiences, and connect with each other. We've responded by creating a new OUTREACH LISTSERV. Anyone interested in joining the Outreach Listserv should send an email to [support@wastatepta.org](mailto:support@wastatepta.org).



## Question of the Week

**QUESTION:** Two of our four officers have submitted their resignations unexpectedly, each for perfectly understandable personal reasons. How do we go about replacing them?

**ANSWER:** First, thanks for hanging in there during a difficult period. Now to answer your question, under Article

6, Section 5(e) of the Uniform Bylaws, vacancies in an office can be filled by appointment by the executive committee, and the person appointed can serve until the next general membership meeting, at which time nominations should be taken from the floor and an election held.



## WSPTA Leadership Committee Seeking Membership Input

WSPTA Leadership Committee is seeking member input to develop new ideas for leadership classes. We are looking for outside-the-box ideas and suggestions that are not already covered in a presentation that we have. No ideas or suggestions will be turned away.

What areas would you like to be trained in? What type of class are we missing? In addition to giving us feedback on new classes, feel free to give us ideas on how to improve the existing classes we

have. For instance, would you like to see more roll playing, strategy chart work, brainstorming, roundtables or time to talk with other leaders about subjects? Whatever your ideas are we would like to hear them.

Follow the [link](#) to the form and give us a much information as you can about your idea. If you have a Powerpoint presentation, please send it along with the form, to Dori Tate WSPTA Leadership Director at [ptaleaddir@wastatepta.org](mailto:ptaleaddir@wastatepta.org).

Thank you for your help in improving our leadership training program.





# Best Practices Checklist

## **OUR PTA IS CHILD-FOCUSED AND RESPONSIVE TO OUR MEMBERS.**

- Clearly defined goals have been established by our PTA and approved by the Board of Directors and/or membership.
- Programs and activities were developed to address those goals.
- Regular communication was provided to members concerning PTA issues and activities.
- Our PTA determined our members' needs.
- Our membership campaign is ongoing and welcomes all who seek to join and participate.
- Meetings are held to address the needs of the membership and conduct the business of the association.
- Our volunteers are recognized.
- Our PTA annually identifies an outstanding volunteer in our community and honors him/her with a Golden Acorn Award.
- Our PTA annually identifies an outstanding staff member in our community and honors him/her with an Outstanding Educator Award.
- Our PTA annually identifies an outstanding child advocate in our community and honors him/her with an Outstanding Advocate Award.

## **OUR PTA PRACTICES FISCAL AND FIDUCIARY RESPONSIBILITY.**

- Our PTA's budget was approved by the membership.
- An audit was conducted of last year's books and records.
- Regular financial reports were made to the board of directors and general membership.
- Our PTA's standing rules were updated and approved by the membership.
- The Nominating Committee was elected by the membership.
- Our PTA's officers were elected by the membership.
- Our PTA purchased insurance.
- Our PTA's board of directors held regular meetings.

## **OUR PTA LEADERS ARE KNOWLEDGEABLE, INVOLVED AND WELL TRAINED.**

- Our PTA leaders attended a Region Conference or received person-to-person training from a service delivery team member.
- Our PTA leaders attended PTA and the Law.
- Our PTA leaders attended Legislative Assembly.
- Our PTA leaders attended the last State PTA Convention.
- Our PTA leaders will attend the next State PTA Convention.
- Our PTA has a process to evaluate the current year's goals, programs and activities.
- Our PTA shares information received from State and National PTA with our members.
- Our PTA has a process to pass on materials and records to next year's officers and committee chairs.
- Our PTA participates in council meetings