



PTA Matters!

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Illinois PTA District 28
January 2011

<http://www.illinoisptadistrict28.org>

A Message from Debbi —

Dear PTA Leaders,

I hope all of you enjoyed your Holidays. I can't believe its January already! Half the year may be over, but there's still a lot to do between now and June. Here are a few things coming up in the next few months that you should be giving consideration to now:

Founder's Day Celebrations

For more than 100 years, Parent Teacher Association (PTA) has provided support, information and resources to families focused on the health and education of children. The organization was founded in 1897 in Washington DC as the National Congress of Mothers by Alice McLellan Birney and Phoebe Apperson Hearst. If not for these women and their vision and determination, there would not be a PTA—an organization that has been woven into the very fabric of American life.

By whatever name it has been known, National PTA was created to meet a profound challenge: to better the lives of children. And today, it continues to flourish because PTA has never lost sight of its goal: to change the lives of children across our great nation for the better. (Source: National PTA website: <http://www.pta.org>)

Plan to celebrate PTA's birthday during the month of February. Purchase awards from the Illinois PTA, honor those who have done extraordinary things for children and helped your PTA shine, while supporting the Illinois PTA Scholarship Fund at the same time. This Fund enables PTA to award scholarships to high school seniors, entering college in studies related to education. If you know a high school senior attending a public school, tell them to look for the Illinois PTA Scholarship application in their counselor or dean's office. ALL public high schools received this application. They can also download the application from the home page of the Illinois PTA's website: www.illinoispta.org.

Elections - Now is the time to form your Nominating Committee. Refer to your bylaws for who will make up the committee and how you will elect its members. Remember, presidents, this is one of the committees you cannot serve on. That does not, however, prevent the committee from asking for recommendations from all officers, if they choose.

Convention - Be sure to mark your calendar to attend the 109th Annual Convention of the Illinois PTA March 11-13, 2011, at The Chicago Marriott in Schaumburg. All registration and hotel information can be found on the home page of the Illinois PTA's website, and through links in the Convention article on that page. Remember, if you plan to stay overnight, be sure to tell the hotel you'll be there for the Illinois PTA Convention and make your room reservations by February 18, 2011, to ensure you receive the Convention rate. Attending Convention is an excellent way to make PTA connections; gain more knowledge in general sessions where the business of the Association is conducted, including votes that direct the focus of the State Board on issues; and attend workshops. There will be workshops offered on a wide range of subjects, from Social Emotional Learning (SEL) to Juvenile Justice to raising healthy kids just to name a few. Convention is an appropriate use of PTA funds.

Awards - Make sure your PTA applies for the State and District awards. Check both websites: www.illinoispta.org and www.illinoisptadistrict28.org, for further details and awards applications. The applications for the District 28 awards will also be e-mailed to you in a separate e-mail from this newsletter. You're doing great things; brag about your PTA and enter the awards!

Training Needs - If you and your officers are in need of PTA courses, please contact me to arrange a time convenient for everyone. Courses are open to all members. So, invite your incoming officers, administrators, teachers, parents and community members. I have board members able to do daytime trainings, as well as evening. I can be reached at dscollardpta@sbcglobal.net or (708) 484-1472.

I hope to see a lot of you at Convention and keep up all the great work you're doing on behalf of children. Thank you!

Current Bylaws

If the date of your most current bylaws is 2006 or earlier, then your bylaws are not up-to-date. Please review them as soon as possible. Contact the District Director for a copy of the most current, standard local unit bylaws

Adams.....	90
Ames.....	08
Berwyn Council.....	10
Blythe.....	08
Edison.....	10
Emerson, Berwyn.....	10
Emerson, Maywood.....	06
Forest Hills.....	10
Franklin Park.....	10
Freedom Middle.....	10
Garfield, Forest Park.....	08
Garfield, Maywood.....	91
Grant.....	No bylaws
Hauser.....	07
Havlicek.....	07
Heritage Middle.....	10
Hiawatha.....	10
Hollywood.....	07
Home.....	06
Irving, Berwyn.....	10
Irving, Maywood.....	06
Jefferson, Berwyn.....	06
Komarek.....	09
Komensky.....	97
Leigh.....	11
Lexington.....	09
Lincoln Middle.....	06
Lincoln, Brookfield.....	06
Lincoln, Cicero.....	95
Lincoln, Maywood.....	09
Mannheim Council.....	06
Mannheim Middle.....	07
Thurgood Marshall.....	No bylaws
McKinley, Bellwood.....	08
Melrose Park.....	No bylaws
John Mills.....	08
Northlake Middle.....	03
Pershing.....	08
Piper.....	05
Pleasantdale.....	09
Prairie Oak.....	06
Proviso East.....	05
Proviso Math & Science.....	05
Rhodes.....	10
Riley.....	06
River Grove.....	08
Roosevelt.....	08
Roy.....	08
Scott.....	08
Stevenson.....	09
Sunnyside/McArthur.....	08
Union Ridge.....	03
Washington, Lyons.....	07
Washington, Maywood.....	No bylaws
Westdale.....	05
Whittier.....	06

The Treasurer's Corner Are Your Files Complete?



As Treasurer, you were elected by the members of your PTA, as the authorized custodian of your PTA's financial records. Your job is to maintain and keep accurate records of all your unit's finances. With that in mind, there are specific items you should have in your file. The following items should be part of the Treasurer's file and be with you at every meeting:

- A copy of the PTA bylaws and standing rules, with sections authorizing disbursements marked
- A copy of the budget adopted by your members
- Receipt book to acknowledge money you receive
- Checkbook to disburse funds as authorized
- Treasurer's account book in which to keep the financial records of the organization (may be an electronic file)
- Your PTA's Federal Employer Identification Number (FEIN), also known as your EIN (Employer Identification Number)
- Group Tax Exempt letter received from the State PTA office
- An up-to-date roster of the association's members
- A copy of *PTA Money Matters Quick Reference Guide*
- Three (3) years of budgets
- General correspondence

You should also keep copies of all tax returns filed for your organization, as well as seven (7) years of cash receipts, deposit receipts, bank statements, cancelled checks and paid bills. This procedure will provide the PTA with sufficient background documents and material should any questions arise.

Night deposits and 24-hour banking can and should be used as needed. You never want to keep PTA money in your home.

Tip: Handling of Money by Other Members

Occasionally it may be necessary for other members to handle PTA money, such as dues from membership enrollment or fundraising projects. Two (2) people should always count the money and both should sign the receipt verifying the amount. All monies collected should be given to the treasurer without delay.

Source: 2008-2009 PTA Money Matters Quick Reference Guide

Let's Go 28!

Don't stop!!!! Keep going!! Ask, ask, ask!!! Set up a membership table at every event that your PTA holds. Did you forget about you lunchroom supervisors or those bus drivers or the janitors; what about your next door neighbor, your relatives? There are people all over your town that should be members of your PTA. Ask your local businesses, your local clubs such as the Kiwanis or Lions Club, or ask them to join as a Cardinal PTSA member. Perhaps you can set incentives for your parents such as members receive an extra fun fair ticket for each child in the family, free admission to a movie night or reading night, or a small gift for joining PTA. There as so many ways you can do this.

October 1st was the deadline for first dues, but don't panic! Continue to remit dues payments in to the State Office throughout the year.

PTA District 28 has 46 PTA units/councils in good standing. Please remind your treasurer to ensure your dues payments are mailed into the State office. We only have 5,314 members in District 28 and that is low for us. We need to dig in and continue to sign up members.

If you need any help, please call. I am here to help you any way I can.

Kathy Meitzler, District 28 Membership Assistant
Meit1422@comcast.net
708-345-1310

The Illinois PTA is looking for a few, new Advocates For All Children

Does the term "legislation chairman" scare people away from a vital role in your PTA? Here are some things that might make recruitment go more smoothly:

- Define the main tasks of the legislation chairman in four easy steps: to inform your members, to motivate your members to action, to communicate with the Illinois PTA, and to advocate for all our children.
- Define resources available to assist a chairman in being effective: the Legislation/Advocacy section of the current National PTA publications, including Our Children magazine; legislation mailings and materials of the Illinois PTA, including the Illinois PTA Bulletin, the Legislation Platform of the Illinois PTA, the Legislation Network of the Illinois PTA, Helping Hands and The Answer Book.

- Demonstrate the use of the websites of the National PTA (<http://www.pta.org>) and the Illinois PTA (<http://www.illinoispta.org>).
- Suggest activities that will generate interest in your school and your community: Plan a Candidates' Forum in connection with the up-coming elections; plan a Take A Legislator To School Day; participate in Calls to Action; participate in Advocacy events sponsored by the Illinois PTA; bring a delegation to the Illinois PTA Annual Convention; or attend an advocacy training activity.

Thinking about areas of interest in your school and community is a GREAT way to get your members involved! Being a legislation chairman is one of the most interesting and important positions of our association. The Legislation Chairman can be the most effective link between the membership both at a local and state level and the legislative bodies that affect the daily lives of our children.

Remember that the members of the Illinois PTA Legislation Team are as close as a phone call, e-mail or fax. We are here to help YOU.

Source: Illinois PTA Web Site www.illinoispta.org

Online Advocacy Tool Kit



To help child advocates speak up for the health and well being of all children, National PTA has created an online advocacy toolkit. From writing your legislators to scheduling Capitol Hill visits, these step-by-step directions and examples will help you reach out to policy makers and the media.

The sections below provide easy to read guides for such advocacy tasks as working with the media and corresponding with members of Congress. Each section also has a downloadable PDF version of the text to allow for easy distribution. You can also download the PDFs from the following links:

- [Advocate for PTA \(PDF\)](#)
- [Conducting a Hill Visit](#)
- [Corresponding with Members of Congress](#)
- [How a Bill Becomes a Law](#)
- [Working with the Media](#)
- [Federal Appropriations and Budget Process](#)
- [Hosting Site Visits for Members of Congress](#)

Source: National PTA Web Site www.pta.org

Reflections Program — “Together We Can...”

Wow the deadline for local reflections program has come to an end. We had eight schools participate this year. We have 87 entries from children from Kindergarten through eighth grade. We are anxiously awaiting this year's district results. As soon as we know the results we will contact the Reflections chairman.



District winners will be displayed at this year's state Convention March 11-13, 2011, in Schaumburg, Illinois at the Marriott Hotel. The exhibit is open to the public, so come and view the masterpieces from around the state. See the talent that the students of Illinois have.

Congratulations once again to all those who participated. Each of you are winners in the eyes of District 28.

Please note that the winners will be honored at our February Reflections Event at Scott school in Franklin Park. Hope to see you there.

Kathy Meitzler
District Assistant

Scholarship Applications Available for High School Seniors

Applications for the Illinois PTA Lillian E. Glover Scholarship have been mailed to high school guidance departments throughout District 28. Scholarship applications are also available online on the Illinois PTA Web site. You'll find a link on the home page.

This Scholarship is awarded to high school seniors who intend to study in the field of education, as a primary or secondary teacher, guidance counselor, school psychologist or other education-related fields.

Two scholarships will be awarded in each Field Service Area of the Illinois PTA: one for \$2500 and one for \$1500. The student does NOT have to attend a high school with a PTA/PTSA.

If you, as a local PTA leader, and are aware of high school seniors who are eligible for this scholarship, please encourage them to apply. The application must be postmarked on or before February 15, 2011

Barb Miralgio, Scholarship Assistant

Support the PTA Scholarship Fund on Founders' Day



A long-standing tradition in the Illinois PTA and their member units has been to support the Illinois PTA Scholarship Program through donations collected at Founders' Day celebrations and through the purchase of Volunteer Recognition Awards which are often presented at those celebrations.

The Illinois PTA Lillian E. Glover Scholarship Program awards over \$20,000 in scholarships each year. All of the applicants are Illinois public high school seniors in the top 33% of their class who plan to become future teachers or other members of the education system (school nurses, counselors, etc.).

The following Volunteer Recognition awards are available: Life Membership (honorary), Book of Recognition, Achievement Award, Distinguished Service Scroll, Certificate of Recognition, T.H.A.N.K.S., and Educator of the Year. Find complete descriptions of these awards and the awards applications on the Illinois PTA web site at www.illinoispta.org/Scholarship.

Help fund the Illinois PTA Scholarships!

Barbara Miralgio, Scholarship Assistant

Secretaries, what do you bring to the meetings?

Being prepared for a board or general PTA meeting means arriving with more than just your paper and pen. Boldly I suggest always bringing the following documents/lists to all PTA meetings:

- a copy of the current bylaws & standing rules
- minutes of previous meetings
- lists of all committees
- current list of membership
- material for a ballot vote

Secretaries, you are the guardians of your local PTA documents. At any time, during any meeting you should have all of the above referenced materials at your fingertips to answer any question regarding your local PTA governance. When the secretary is prepared in this fashion, the confidence the general membership has in the Executive Board will be strong.

Ann Marie Suter, District 28 Secretary

Juvenile Protection and Safety Carnival and Amusement Rides Safety Act

The State of Illinois Department of Labor must inspect every amusement ride and amusement attraction open to the public and operating in the State of Illinois prior to initial operation and annually thereafter.

To be inspected, every owner must first submit a completed application packet to the Department of Labor. Once a ride or attraction has been approved for operation by an inspector, a permit decal shall be affixed to each ride or attraction. Permits are valid for one calendar year (January 1st through December 31st).

At the time of inspection, owners are required to provide documentation that they have conducted a criminal history records check and sex offender registry check for all operators, attendants and assistants, provide documentation that they received proper training and have a substance abuse policy in place, which includes random drug testing.

Examples of amusement rides and attractions that require annual safety inspections prior to operation in the State of Illinois include, but are not limited to; carnival rides, carousels, dry slides, haunted houses, go-kart tracks, ski lifts, mechanical bulls, mobile climbing walls, power trampolines, ride simulators, trains, trams, rope tows, and inflatable attractions.

You can visit the State of Illinois Department of Labor web site at <http://www.state.il.us/agency/idol> and then look for rides and attractions on their pull-down menu. There are a few very interesting topics available at this site. The first one is the National Sex Offender Registry link to the United States Department of Justice. You can enter a person's name to see if they are listed on the National Sex Offender Registry.

Another interesting feature is a list of all the companies in the State of Illinois that are registered to operate rides and attractions. This also lists what the rides are.

Audrey McAdams, Juvenile Protection and Safety

Leadership Development

Courses held at local units this year:

Rhodes, River Grove Road to Success
Rhodes, River Grove Money Matters
Lincoln, Brookfield Road to Success
Berwyn Council Road to Success
John Mills, Elmwood Park President's Course
Roosevelt, Bellwood Road to Success
Orientation Road to Success

Welcome PTA Units!

New or reinstated PTAs:

Garfield PTA, Maywood
Irving PTA, Maywood
Roosevelt PTA, Bellwood



Membership is an ongoing project — Just Ask!

Schoolyard Bully Goes Digital

In a recent New York Times article, Jan Hoffman addressed the growing issue of the schoolyard bully going digital and how parents are trying to navigate the right and wrong way of combating it. These are the times where it becomes essential for parents, grandparents, aunts, uncles, and any other involved adult to really look at the activities going on. This article is a true example how sometimes our kids don't know how they became a victim. Social media is the local buzz word and it is easier for predators to hurt our kids. The worst part is sometimes the predators are our closest friends.

"As Bullies Go Digital, Parents Play Catch-Up" is a must read for everyone trying to keep up with this growing threat to our children. Click here to read this informative article:
<http://www.nytimes.com/2010/12/05/us/05bully.html>

Source: Illinois PTA Bulletin, January 2011

Keep these events in mind:

- **District 28 Reflections Celebration**
February 28, 2011
Location: Scott PTA
Melrose Park 6:30 to 8:30 pm
- Illinois PTA Convention
March 11 - 13, 2011 - Schaumburg, IL
- National PTA Convention
June 9 - 11, 2011 - Orlando FL

You will receive mailings on the events along with registration forms.

Illinois PTA District 28

<http://www.illinoisptadistrict28.org>

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Cultural Arts

Vacant

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Resource/General Arrangements *Vacant*

**Please contact the District
Director at (708) 484-1472 to
arrange for Leadership
Courses.**

— Illinois PTA/District Events/Workshops 2010 - 2011 —

*Packet Orientation and
Training Courses*

Saturday, August 7, 2010

*St. Mary of Celle Parish/Catholic
Charities Family Center Berwyn*

Annual Meeting

November 8, 2010

Lincoln PTA, Brookfield

*Deadline for District
Reflections Entries*

Friday, December 6, 2010

*Deliver to: 1422 Manchester,
Westchester IL 60154 (708) 345-1310*

Night with the Wolves

Saturday, January 15, 2011

<http://www.illinoisptadistrict28.org>

Reflections Recognition

February 28, 2011

Scott PTA, Melrose Park

Illinois PTA Convention

March 11 - 13, 2011

Schaumburg

National PTA Convention

June 9 - 11, 2011

Orlando FL

Packet Orientation (2011)

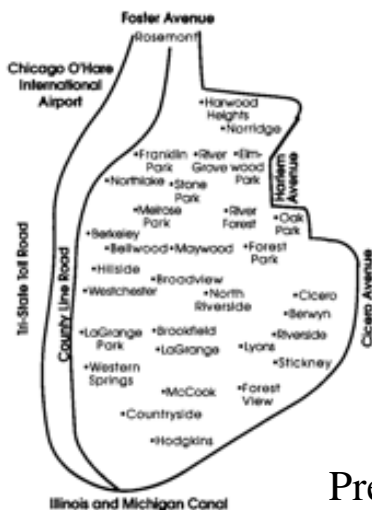
Early August

TBA

Keep your PTA on Track

- ☛ Invite your parents to attend the District 28 Reflections Celebration on February 28, 2011 at Scott School in Melrose Park.
- ☛ Review and update your bylaws! Send to the Director for approval before you take them to your membership for adoption.
- ☛ Check out the District 28 Web site for the latest information.
<http://www.illinoisptadistrict28.org>.
- ☛ Continue your membership drive.
- ☛ Call the District Director to set up a date for PTA Courses. Leaders are available day or evening! Build Leadership in your PTA.

Debbi Scollard, District Director
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Presidents: Please share this newsletter with your PTA Members.