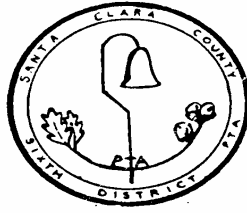


THE



BELL

Volume 10, Issue 3

“Working Together for All Children”

November 2006

Reflections News, Theme and Deadline

A warm welcome to all new and continuing units and councils!

"My Favorite Place" 2006-07 Reflections Theme

This year, in addition to visual arts, photography, literature and music composition, we debut two exciting new categories: Dance Choreography and film/video production.

The Sixth District deadline is Friday, December 8th, 2006.

Drop-off entries at Suman Ganapathy's residence:
10125, Parkwood Dr, #7
Cupertino, CA-95014
(408) 863-0549,
sumanmitraganapathy@gmail.com

or the 6th District PTA office at the Santa Clara County Office of Education.

The top five entries per category per age group will be accepted from councils, or top two entries per age group per unit if you are out-of-council, or haven't a Council Reflections chair.

A handy set of spreadsheets and "Pointers for the harried Reflections Chairperson" is posted on to the 6th district website to make life much easier for all you hardworking Reflections chairs! Please log on to www.capta6.org.

Do contact Suman Ganapathy for training requests or any questions.

Good luck everyone,
Suman Ganapathy and Jessica Traynor (Reflections Team)

President's Letter

Diane Foote, 6th District President

Welcome to Lakewood Elementary PTA our newest PTA. We had several great training workshops earlier this month. If you feel you need training, please contact your council or OCC team members.

I know all of you are well into your PTA year—Reflections and Fund raising activities are in full swing. Membership drives are winding down although you should have opportunities for people to join at PTA events throughout the year. The District office has several PTA brochures available and will pony them out when needed or you can order them yourselves from the CSPTA.

During training, it quickly became apparent that several officers are missing important PTA tools for their units.

Each president should have at a minimum:

- Toolkit
- Copy of the Units Bylaws
- Insurance Loss and Prevention Guide
- National PTA Quick Reference Guide for Presidents
- President's binder with copies of minutes and financial reports for the last year and helpful hints
- Parents Empowering Parents Manual (PEP)

If you are missing the Toolkit or the PEP Manual it can be downloaded from the website or can be ordered from the CSPTA. The list of PTA materials and the order form can be found at <http://www.capta.org/sections/resources/materials.cfm>. If you do not have access to the website please contact your council president or OCC coordinator or call the office at 408-453-6536.

The Financial mailing will include a new Insurance Loss and Prevention Guide will be sent in November. The Insurance Premium for units is \$200 and \$120 for Councils. The councils and the Out-of-Council units need to get the payments and Workers Comp forms in by Dec 21st. In-council units need to mail the workers comp and insurance payments to their councils and each council sets it own due date. **EVERY UNIT must send in a Workers Comp Form.** If you had no employees or independent contractors, on the Workers Comp insurance form, fill in the unit information at the top and just write NONE across the form.

(Continued on page 3)

Letter from Colleen B. Wilcox, Ph.D.
Santa Clara County Superintendent of Schools

“Developing Responsibility and Respect”



Educators and parents alike know that developing children’s character, self-confidence, and respect for others is as important as teaching them reading, writing, and arithmetic. If they are going to make the world a better place, they need to become both well-educated and responsible adults. It is especially crucial that kids learn to respect each another, regardless of differences in their

physical appearance, race, religion, ethnicity or socio-economic status.

When children (and adults!) feel good about themselves, they are less inclined to criticize others and more likely to empathize with and care about those around them. Unfortunately, as student populations have become increasingly diverse, instances of prejudice, discrimination, cheating and bullying have become more frequent.

In this age of globalization, when peaceful interaction is crucial, encouraging children to act responsibly and to respect others is more important than ever before. Here are some of the things parents and educators can do:

Provide a Good Example

Children look to adults as role models. We have more power to influence them than we may realize, and acting responsibly ourselves sends them the right message.

Praise Diversity

Diversity in our classrooms has increased significantly over the years. Students of all backgrounds, physical abilities and belief systems find themselves studying in the same classroom. Teaching them that all individuals have something unique and special to offer can encourage the sharing of ideas, build respect, and pave the way for positive change.

Encourage Honesty

Today, the pressure on students to achieve is tremendous and many are tempted to resort to cheating to attain higher grades. In his book “The Cheating Culture,” author David Callahan reports that 74 percent of high school students say they’ve cheated. Cheating begs the question, “If our children were taught to respect themselves and others, would they still feel it was an acceptable behavior?”

We need to counter the notion of success at any cost with the message that honesty, self-control and self-respect will take them much further in life.

Condemn Bullying

Bullies in kindergarten? Sadly, this type of behavior begins much earlier these days. The National Institute of Child Health and Human Development estimates that 1.6 million children in the 6th through 10th grades are bullied at least once a week and 1.7 million bully others frequently. The Institute found that boys tend to bully and be bullied more often than girls, although girls engage in the behavior as well. Boys are more likely to be physical as well as verbal; girls commonly use verbal insults and spread rumors.

Bullying begins in early grades, peaks in 6th through 8th grade, and persists in high school. Younger children are especially vulnerable to bullies as they are developmentally at a stage where they take insults more literally. If the bullying is prolonged it can lead to feelings of depression, anxiety and loss of self-esteem for the victim – and delinquency and criminal behavior for the bully.

Studies show that parents and teachers, working together, can reduce the instances of bullying if they:

- Teach appreciation for differences. Give children opportunities to interact with all types of people through after-school activities and sports teams.
- Insist on equality. Discourage children from calling people hurtful names or making racist comments or jokes.
- Develop empathy for others by explaining how it feels to be bullied and what the effects can be. When viewing a bully on television, ask how the situation could have been better handled.
- Encourage self-reliance. Children who feel confident and in control of themselves are not as likely to bully others.

By working together, parents, teachers, and school administrators can teach children to be responsible young adults and provide them with tools they need to successfully interact with their peers in school and in the larger community.

President's Letter
Diane Foote, 6th District President

Options for Teens After High School



High school graduates looking at their options may be unaware of the multitude of career-technical pathways open to them. And those who leave high school without a diploma need to know that they have in no way reached a dead end.

Two new EdSource publications (available for free in English and Spanish at <http://www.edsource.org>) speak directly to these students, offering guidance in Q&A format:

About to Graduate from High School? Consider Career Education Opportunities.

- This 4-page Q&A contains a wealth of information about career-technical opportunities available after high school and how to evaluate them. It answers questions that include: Who can help me decide which career-technical program to choose? Who offers these programs? How much do they cost? Is there scholarship money available? Included are a host of web addresses for resources that can help.

No High School Diploma? You've Got Options!

- "Don't give up," urges this 2-page Q&A, directed to students who are done with high school but didn't graduate. The questions it answers include: How can I still get a diploma? Is there a way to get a diploma without taking the exit exam? Do I need a diploma to go to college? Again, web addresses for numerous resources are included.

(Continued from page 1)

Some have asked why units need to forward on the audit report and final financial report and the current years budget to the council if the unit is in council or the district for out of council units. FYI the District sends these reports to the State PTA and Councils send to the district. When the reports are received the receiving entity reviews them for any questionable information and makes a determination on the likelihood a unit should be filing a tax return. Units also need to send in a copy of the tax return when completed as well.

If the unit has ever filed a return the unit must continue to file a 990 even if the revenues drop below \$25000. Generally every unit with gross revenues exceeding \$25000 must file a tax return and it needs to be filed no later than 4 ½ months after year end. If the complete return cannot be filed on time, an extension must be filed by the due date. If you ever get a letter from the IRS please contact your council/district treasurer immediately—**DO NOT IGNORE LETTERS from the IRS.**

I know that the financial side of PTA is not the enjoyable side of PTA but the financial controls are important. Good financial health in a unit enables the unit to meet the goals each unit has set. Please remember the units budget is a fluid document and should be reviewed often.

Thanks for all you do for children

Diane Foote
6th District PTA President
650-722-1863
president@capta6.org

Websites:

Sixth District PTA
www.capta6.org

California State PTA
www.capta.org

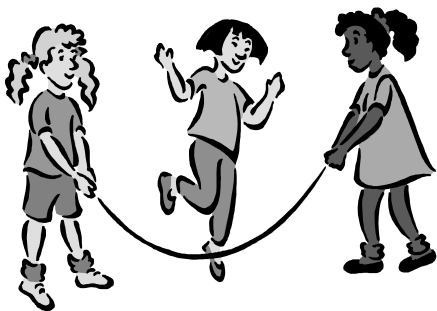
National PTA
www.pta.org

Health & Community Concerns

School Wellness: A New Opportunity for PTA's To Promote Health in Schools

The News

Last year, a new federal law passed which requires school districts to establish wellness policies to improve physical and nutrition. The new law states that local education agencies must involve parents (as well as students, representatives of the school food authority, school boards, school administrators, teachers, health professionals, and the general public) in developing a wellness policy. This means that your PTA has a unique opportunity to make sure that children have access to healthy foods and sufficient physical activity at school.



What Can PTA's Do?

Get in the Loop.

- Find out who will be working on wellness policy for your local education agency. Is there an existing group that is working to address nutrition and/or physical activity issues? Your school or local education agency may already have a wellness council that is developing a wellness policy. Are they reaching out to parents, as required by law? Is there an opportunity for the PTA to get involved in the planning process?

Build Support.

- While policies are being developed at the local education agency level, your PTA can also take the lead in forming (or expanding and strengthening) a wellness committee for your own school. Get teachers, the principal, students, administrators, food service personnel, a dietitian, and the school nurse to work together to find ways to improve school health. Make sure your opinions are heard by those who are in charge of developing your school's wellness policy.

Spread the Word.

- Many people may not be aware of the new school wellness requirements. Use school or PTA calendars, newsletters, bulletin boards, school websites, e-mail and word-of-mouth to make sure PTA members, friends and neighbors know why it's important to improve student nutrition and wellness. Let them know about this exciting new opportunity to create healthier learning environments for our children.

What Should a School Wellness Policy Include?

- National PTA worked with more than 50 organizations under the National Alliance for Nutrition and Activity (NANA) Coalition to develop a model school wellness policy. You can use this model policy as a guide, or offer it as a resource for your principal or your school board. Keep in mind that this is a model policy that may need to be adjusted to fit your school district's needs and realities. The full text of the model policy is available at www.schoolwellnesspolicies.org. You can also find additional information about policies governing student nutrition and wellness at www.pta.org and www.parentsaction.org.

Health & Community Concerns

Bay Area School Health Leadership Institute

Representing 6th District PTA, I was privileged to be on the Planning Committee for the Bay Area School Health Leadership Institute sponsored by the American Cancer Society. The goal of the project is to encourage coordinated school health. Administrators and community people were involved in the Institute. Several Santa Clara County school districts, including Palo Alto, Cupertino, San Jose, were present. They sat down and worked to develop individual plans. In March the Institute will meet again to look at what goals have been attained.

What does coordinated school health involve?

A coordinated school health model includes the following components:

- Health Education
- Psychological and Counseling Services
- Physical Education
- Healthy and Safe Environment
- Nutrition Services
- Parent and Community Involvement
- Health Services
- Health Promotion for Staff

For all of these components to be activated, each community really needs to develop a Health Council.

If your school district participated in the Institute, I would like to know its reactions and what it is doing to meet the goals set at the Institute. e-mail me at careevol@aol.com or write me at 209 Portola Court, Los Altos, CA 94022-1431.

Guns

This past month has seen a number of tragedies related to guns and schools. It is vital that parents who possess firearms have locks on them and have them out of reach of children and youth. Many young people have been trained to use firearms, but they must be taught where they may be used and the importance of locking them away from others and of making the keys to the locks unavailable. Let's try to keep our children safe.

Barbara Emerich
Vice President for Health & Community Concerns
phone: 650/948-3666 e-mail: careevol@aol.com

California State PTA
offers

Scholarships and Grants

Scholarships for
Volunteers, Teachers, and School
Nurses

Grants at the Unit/Council/District
Level for Parent Ed, Cultural Arts,
and Outreach/Translation

Deadline is November 15

Applications can be found in the
Toolkit or at www.capta.org

Visit the National PTA's Great Idea Bank Today!

New ideas are being shared all the time at the PTA Great Idea Bank. You can add your PTA's ideas or scout for creative projects from other PTAs that might work in your school. For example, in the Great Idea Bank's category, "Parents, Teachers, and Principals Working Together," Boston Elementary in Woodstock, Georgia, told about its Tae-Bo program for teachers at the school to help them get fit. The class has been growing, and more pictures will be provided throughout the year to show the progress.

The Great Idea Bank is for members only, so you'll need your user name and password to enter. Your user name and password are found on the back of your current membership card.

<http://www.pta.org/greatideabank/>

Treasurer's Calendar and Important Dates

For Councils and Out-of-Council Units

The following items are due to 6th District from councils and out-of-council units by the date indicated.

If your unit is in a council, please check with your council treasurer for their due date. Usually it will be due at the council level at least two weeks before the due date listed below.

September 2006

- Annual Financial Reports for 2005-06
- Audit Report Forms for 2005-06
- Budget for 2006-07

October 15, 2006

- Early Bird Membership*
Minimum 15 members
- Out of Council Units-
\$50 annual Out of Council fee
- Councils - \$50 Newsletter Collation Fee

November 1, 2006

- First Mandatory Memberships Remittance Due
- Chairman's Club Membership*
Minimum 50 members

December 21, 2006

- Forward Workers Comp reports (for all units with no wages subject to WC premium).
- Membership Dues and Report
- Unit Insurance Premiums

January 10, 2007

- Forward Workers Comp reports (for all units owing Workers Comp)

January 2007

- Audit Report Forms (Councils and Out-of-Council units)

March 10, 2007

- Final Membership Dues and Report need to be remitted in order to qualify for awards for 2006-07.

Fees:

- **Out-of-Council Units:**
\$50 annual Out-of-Council fee due by October 15
- **Councils:**
\$50 Newsletter Collation Fee due by October 15
- **Membership:**
ALL Units — \$3.50 per member
(\$0.50 District, \$1.25 State, \$1.75 National)
- **Insurance:**
Unit \$200; Council \$120
Worker's Comp—5% of wages in excess of \$1000

Remittance Information:

- Remittances are to be received in the Sixth District PTA office on or before the due date.
- Out-of-council units and Councils need to submit ONE CHECK (payable to Sixth District PTA) for membership and need to be submit it with the Sixth District Remittance Form. The form is available at the Sixth District Office or online at capta6.org
- Out-of-council units have the deadlines listed to the left.
- Units (in councils) need to observe their council deadlines.
- All payments submitted after due date must be accompanied by late fees (\$25.00)

**All money must be remitted through channels.
All checks must have two (2) signatures.**

Send remittances in duplicate and payment to:

Sixth District PTA
Attention Treasurer
1290 Ridder Park Drive, M/C 214
San Jose CA 95131-2398

Bylaws – Time to Update Yours?

Bylaws are the guidelines for how your PTA operates. Every member of the executive board should have a copy of your bylaws. Bylaws should be formally reviewed every year and updated to the newest format every two years. They need to be current so you're following the most up to date PTA and IRS guidelines and they need to reflect how your PTA really operates. For example: if your bylaws call for 3 vice-presidents and you only have one – your bylaws need to be updated; if you've changed your dues or meeting dates – your bylaws need to be updated. This applies to councils as well as units.

As of November 1, only the new 2006 bylaws format will be accepted.

If you have any questions, contact
Susan Cassens,
6th District PTA Parliamentarian
scassensemail-pta@yahoo.com

Information

These items are past due:

Board Lists 2006-07
YR Financial Reports 2005-06
Final Audit 2005-06
Budget 2006-07

If in council submit to council.

Out of Council submit to the 6th District office.

Insurance Premiums

The councils and the Out-of-Council units need to get the payments and Workers Comp forms in by Dec 21st. In-council units need to mail the workers comp and insurance payments to their councils and each council sets it own due date. **EVERY UNIT** must send in a Workers Comp Form. If you had no employees or independent contractors, on the Workers Comp insurance form, fill in the unit information at the top and just write NONE across the form.

Insurance Premiums will be:

- Units: \$200
- Councils: \$120
- Workers Comp: 5% of wages in excess of \$1000

The Financial mailing will be sent out in November. The Worker's Comp Form should be included but if you want to get your insurance forms early it can be found at <http://www.capta.org/sections/finance/forms.cfm>.

SIXTH DISTRICT OFFICE

All local PTAs and councils of PTAs in Santa Clara County are served by the Sixth District PTA office. The office is here for your benefit, whether it be for materials, video loans or inquiries on PTA matters, such as obtaining information about past Honorary Service recipients. Many of the California State PTA publications are available in the office. These items may be requested over the phone, or you can stop by to see what materials are on hand.

If you are planning to come down to the office, please call first to make sure that our office manager, Paula Traynor, will be there to assist you.

For information on ordering supplies or obtaining videos please contact Paula Traynor at the Sixth District PTA Office number listed below.

The office is located in the Santa Clara County Office of Education, 1290 Ridder Park Dr., San Jose 95131-2304. The phone number is (408) 453-6536. Email for Paula is paula_traynor@sccoe.org The office is open Wednesday, Thursday and Friday from 9:00 AM to 3:00 PM.

The office is closed on all school and county holidays.

BELL Information

The "Bell" is the 6th District PTA newsletter, full of valuable information on what is happening in 6th District/ Santa Clara County. However, it does not take the place of attending District Meetings. We welcome your feedback about the "Bell" and look forward to receiving some. Please take time to read the entire "Bell".

During the 2006-2007 school year in order to maximize efficiency and lower costs, we will offer an option to receive the "Bell" by email.

Article authors: please keep the deadline dates below in mind and submit your articles (by email, please) and other information on time. If time sensitive, special information must get out, arrangements will be made to do that. If problems arise regarding deadlines, please contact Wendy Akers-Ghose.

2006-2007 Bell Deadline Dates

<u>Issue</u>	<u>Deadline</u>
December	December 1
January	January 5

Please send article submissions to:
Wendy Akers-Ghose at
wendyghose@yahoo.com,
phone 650-813-0192

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California Congress of Parents and Teachers

SIXTH DISTRICT PTA/S.C.C.O.E.
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Sixth District
PTA newsletter

President Diane Foote
Editor Wendy Akers-Ghose

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San Jose, CA 95131-2304

Phone: (408) 453-6536

The Bell is also available
at www.capta6.org

**Vote on
November 7**



As the November 7
election approaches,
PTA's can do their part
to encourage
community members to
participate in the most
fundamental of
political activities -

VOTING.

Don't Miss a Single Issue

Subscribe to the one and
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"BELL"

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A subscription is only \$8.00 per year.

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