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# Area 5 Newsletter

September 2011

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### Area 5 Council and Local PTA Presidents,

Welcome to another wonderful year of working together to make a difference in the lives of the students in your schools and communities. Thank you for all your work for children in your schools and communities. My name is Larriann Curtis, and I am the Region IV Vice President for Texas PTA and the Acting President for Area 5 PTA for the 2011-2012 school year.

Area 5 PTA provides training, support and guidance to the Council PTAs and independent Local PTAs (Local PTAs not in a Council PTA) in the following counties: Bell, Bosque, Coryell, Falls, Freestone, Hamilton, Henderson, Hill, Lampasas, Leon, Limestone, Mills, McLennan, and Navarro.

The Area 5 PTA Board currently consists of myself as Acting President and the Council PTA presidents in Midway, Killeen and Waco. We will have a president for Belton Council and would love to hear from anyone interested in working with our independent Local PTAs. On page 6 of this newsletter is a list of the board members and how to contact us. We look forward to meeting and working with you this school year. Please contact us with any PTA questions you may have. That is what we are here for, and we are happy to help you!

Please forward the newsletters and emails you receive from me throughout the year to your board members. Feel free to copy information in this newsletter to use in your newsletters, as well.

*Larriann Curtis*

## PTA TRAINING

Strong PTAs are developed through teamwork and TRAINING. Training makes the difference between struggling PTAs and strong PTAs. Please take the opportunity to strengthen your PTA.

### **Leader Orientation Training (LOT)**

As per your Local PTA bylaws (2011 template) ARTICLE X: Executive Board, Section 5:

“The duties of each executive board member shall be to:

be a graduate of the Texas PTA Leader Orientation or complete the course by October 15 after their election or appointment.”

Check your bylaws and standing rules to see the officer and chair positions that make up your executive board. **The cost of this training is \$6 and should be included in your budget as reimbursable by your PTA.** This training is required to be taken only one time and lasts two hours.

### **Officer and Chair Training**

There will also be Officer and Chair trainings available this fall. These trainings may include, but are not limited to President, Treasurer, Secretary, Membership, Bylaws and Arts in Education. These workshops are FREE.

### **Training Opportunities by Date**

Area 6 will hold training events in cooperation with Region IV Training Teams and Council PTAs on the following dates.

**September 17**                      **Killeen Council**  
Jackson Professional Learning Center  
902 Rev. R.A. Abercrombie Dr  
Killeen, TX 76543

Registration                      8:45 am  
LOT                                      9:00-11:00 am  
Lunch                                      11:00 am-12:00 pm

*Learn about Reflections*

Officer/Chair Training              12:00 pm-1:30 pm  
Workshops will include President,  
Treasurer and Membership

RSVP by September 16:    Maureen Montez

254-702-9893

[montezmaureen@hotmail.com](mailto:montezmaureen@hotmail.com)

**September 19**                      **Marlin PTA**  
Multicultural Center  
103 Church Street  
Marlin, TX 76661  
Registration                      11:00 am  
LOT                                      11:15 am-2:00 pm  
RSVP by September 18    Neddie Moore  
254-883-3200  
[neddiemoore@sbcglobal.net](mailto:neddiemoore@sbcglobal.net)

**September 24**                      **Waco & Midway Councils**  
Region 12 Education Service Center  
2101 W. Loop 3340  
Waco, TX 76712  
Registration                      8:00 am  
LOT                                      8:15-10:15 am  
Officer/Chair Training              10:30 am-1:00 pm  
Workshops TBA  
RSVP by September 23    Alisa Petree  
254-299-8406  
[apetree@mclennan.edu](mailto:apetree@mclennan.edu)  
or                                      Leanne Newman  
254-498-4939  
[newman4bears@hotmail.com](mailto:newman4bears@hotmail.com)

**October 11**                      **Midway Council**  
Midway High School Library  
8200 Mars Dr.  
Waco, TX 76712  
Registration                      6:45 pm  
LOT                                      6:30-8:30 pm  
RSVP by October 11              Leanne Newman  
254-498-4939  
[newman4bears@hotmail.com](mailto:newman4bears@hotmail.com)

All training sessions offered in Area 5 PTA are open to every PTA member in Area 5. You are welcome to attend any session that is convenient for you. Please RSVP for your preferred session so that we will have enough materials available.

More training sessions will be presented throughout the year. Notification will be sent as soon as arrangements are finalized.

Need training that you don't see offered here? Contact an Area 5 PTA Board member to make arrangements for more training.

## **Membership Dues Increase Information**

The new 2011 bylaws template, which can be found on the Bylaws page of the Texas PTA website, has the following wording regarding membership dues:

### **“ARTICLE VI: Members and Dues, Sections 6 and 7**

**Section 6. Each member of this Local PTA shall pay annual dues that equal the total of the national dues as determined by National PTA, state dues as determined by Texas PTA, and the local portion of \_\_\_\_\_.**

**Section 7. This Local PTA shall remit the national and state portions of the dues paid by each member of this Local PTA to the Texas PTA with such reports as required by Texas PTA.”**

Additional information from the Texas PTA Membership page:

### **“New Membership Rates Effective July 1, 2011**

**Regular Members: Remit \$4.50 per member to Texas PTA.**

**Life Members: Remit \$2.25 per member to Texas PTA to cover the national dues portion.”**

Over the past ten years, National PTA has wrestled with continuing to leverage our collective power while still providing the services that are needed at the local level. The past ten years have been marked by increasing costs and further demand on all of National PTA’s services and resources. National PTA has established various cost cutting measures to attempt to keep pace with these rising costs. However, considering the rising costs and increased need for services and resources, the National PTA Board of

Directors recommended the first dues increase in ten years.

At the 2011 National PTA Convention, delegates vigorously discussed the issues facing our association. After much debate, the delegates voted to raise National PTA’s portion of the member fees from \$1.75 to \$2.25.

With this change, the combined Texas PTA and National PTA per member dues amount increased from \$4.00 to \$4.50 effective July 1, 2011. So to be a member of both a national and state association, it’s 37.5 cents a month! Although we all know that this is a difficult time to implement a fee increase, PTA remains an incredible value.”

There is also some sample wording on the same webpage you can use to announce the National PTA dues increase to members, and sample wording to follow up with members who have remitted old dues amounts.

### **If your PTA is not collecting:**

\$2.25 (National PTA Dues) + \$2.25 (Texas PTA dues) +  
\$\_\_\_\_\_ (Local PTA portion as specified in your existing bylaws),

or for Texas PTA Honorary Life Members:  
\$2.25 (National Dues) + \$\_\_\_\_\_ (Local PTA portion as specified in your existing bylaws),

then you are **not in compliance** with your bylaws and as a matter of urgency, need to update your bylaws to these current amounts. The procedures to amend your bylaws are covered on the next page of this newsletter.

## ***New Bylaws Template— What Does That Mean for Our Local PTA Bylaws?***

The Texas PTA Board of Directors approved amendments to the Local PTA, Local PTSA and Council PTA bylaws templates and adopted a new Bylaws Policy in February 2011. These templates and the policy, along with detailed instructions on how to update bylaws, may be viewed on the Texas PTA website at [www.txpta.org](http://www.txpta.org).

As a member service to our PTAs, Texas PTA will be storing the most current information for each PTA in a database, so that maintaining and updating your bylaws with the current template will be easier for you.

The list below provides an overview of the amendments made to the templates. **All amendments go into effect immediately, and approval from your membership is not required.**

### **Local PTAs, Local PTSAs, Council PTAs**

Throughout the bylaws:

- “Organization” was changed to “association” when referring to PTA as an entity.
- “Chairman/chairmen/chairmanship/chairmanship” were changed to “chair/chairs/chair position/chair positions” to make these titles gender neutral. Other slight changes were incorporated where appropriate to make references gender neutral.
- Footnotes were removed and either incorporated into the bylaws, eliminated, or incorporated into the Bylaws Policy.
- The stars indicating mandatory wording were removed, as the Bylaws Policy now requires adherence to the entire template. This new policy will allow for database

storage of Local and Council PTA-specific information in order to quickly provide bylaws to your PTA on the current template. If your PTA’s previously-approved bylaws contained wording that is not included in the 2011 template, this wording will need to be moved, verbatim, to your PTA’s standing rules. This action requires ratification by your PTA’s membership at the next regular meeting of the association. Provide notice to your PTA membership prior to the meeting at which the vote will occur. Below is a sample notice for your PTA’s use:

Sample Notice to Ratify: “In order to comply with the new Texas PTA Policy on Local and Council PTA Bylaws, the following items have been removed from the PTA’s bylaws by Texas PTA. These items have been added to the standing rules. A vote to ratify this action shall occur at the regular association meeting to be held on (date) at (time).”

List specific items removed from the bylaws and added to the standing rules.

### **Amending Local PTA bylaws is now easier!**

Below is a summary of what needs to be done to amend bylaws. Please refer to “How to Update or Amend Local PTA Bylaws and Standing Rules” on the Texas PTA website for more detailed information.

- Form a Bylaws Committee following the information about forming a special committee found in the Local PTA’s bylaws
- Make sure you have a copy of the Local PTA’s existing bylaws.
- Review existing bylaws and compare them to the Local PTA bylaws template or the Local PTSA bylaws template available online at [www.txpta.org/members/bylaws.html](http://www.txpta.org/members/bylaws.html)
- Using the Bylaws Request Form, request a current copy of your Local PTA’s bylaws on the new template from Texas PTA.
- Consider amendments.

# Membership Deadlines

## September 30

*(Postmarked by)*

- Early bird dues deadline for reporting members to Texas PTA
- Report at least 75% of previous year's membership reported by March 15

## October 15

*(Postmarked by)*

- Report at least 20 members to Texas PTA to retain "active PTA" status
- Must have this to be able to participate in Reflections or other Texas PTA Programs

## December 1

- Number of members reported by this date determines the number of voting delegates to Texas PTA Annual Convention

## March 15

*(Postmarked by)*

- Spring dues deadline for reporting members to Texas PTA

(amending bylaws, con't)

- The bylaws may be amended at any meeting of the association, provided a quorum is present, by two-thirds (2/3) vote of the members present and voting. Notice of each proposed amendment shall be provided to the membership through regular publicity channels thirty (30) days prior to the meeting at which the amendment is voted upon or at the previous regular meeting.

Upon Approval of the Membership:

Send the required documents to Texas PTA as outlined in How to Update or Amend Local PTA Bylaws and Standing Rules.

The bylaws and/or amendments are not official and should not be implemented until your PTA receives a stamped, approved copy signed by the Texas PTA President. Adoption of or amendments to the standing rules are effective upon membership approval.

## Treasurers – 990 Reminder

The IRS requires that all 501(c)(3) nonprofit organizations must file a Form 990 informational return no later than 4 ½ months after the end of their fiscal years. This means that all PTAs must file a Form 990 even if they have earned very little to no income! If your PTA does not file, you may be assessed a fine. If your PTA does not file for three years, you may lose your non-profit status.

The chart below tells you the date by which your 990 must be filed. Filing early is good!

<i>Fiscal year ends:</i>	<i>File by:</i>
May 31	September 15
June 30	October 15
July 31	November 15

If you have questions about your 990, please contact either Lisa Holbrook, Texas PTA Treasurer, at [lisaholbrook60@comcast.net](mailto:lisaholbrook60@comcast.net) or 832-457-5583 OR Alex Peterson, Texas PTA Director of Finance, at [apeterson@txpta.org](mailto:apeterson@txpta.org) or 512-320-9802.

## Area 5 Executive Board

*Acting Area 5 President:* Larriann Curtis

[Txptaregion4@gmail.com](mailto:Txptaregion4@gmail.com)

512-255-6954 or 512-573-3265

*Belton Council President:* None as of 9/1/11

*Killeen Council President:* Maureen Montez

[montezmaureen@hotmail.com](mailto:montezmaureen@hotmail.com)

254-702-9893

*Midway Council President:* Leanne Newman

[newman4bears@hot.rr.com](mailto:newman4bears@hot.rr.com)

254-498-4939

*Waco Council President:* Alisa Petree

[apetree@mclennan.edu](mailto:apetree@mclennan.edu)

254-299-8406

*Field Service Representative to Independent PTAs:* None as of 9/1/11

Please contact Larriann Curtis if you would like to be a dedicated contact for the independent PTAs in Area 5. Training is available from Texas PTA.

## REFLECTIONS !

I hope your PTA is making plans to participate in this year's Reflections Program! It can be a wonderful way to get new parents and community members involved with PTA and to build a sense working toward a common goal. Besides – it's FUN!!

The theme for this year is  
"DIVERSITY MEANS..."

Reflections is open to any student in grades Pre-K through 12 attending a school with a PTA in good standing. Their parents don't have to be members, they don't have to be a member – They just need to want to express their creativity!

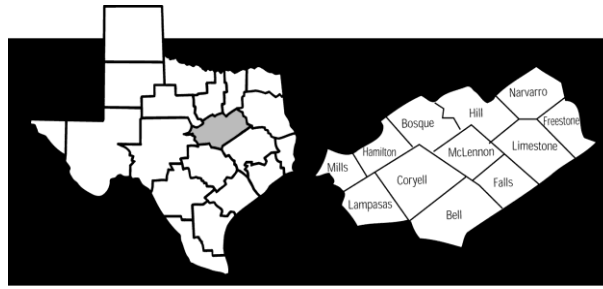
If you have questions about how to run a Reflections Program or rules, check the Texas PTA website [www.txpta.org](http://www.txpta.org) or call the Programs Department at 1-800-TALK-PTA.

PTAs that are part of a Council PTA should contact their Council PTA president for the deadline to submit advancing entries.

If you are an **independent PTA**, the deadline to submit your Reflections to Area 5 PTA is **November 21**. Please send the top 10% of all your entries to:

Larriann Curtis  
4421 Secluded Hollow  
Austin, TX 78727

Area 5 Newsletter  
4421 Secluded Hollow  
Austin, TX 78727  
512-255-6954  
txptaregion4@gmail.com



Area 5 Counties:  
Bell, Bosque, Coryell, Falls,  
Freestone, Hamilton,  
Henderson, Hill, Lampasas,  
Leon, Limestone, Mills,  
McLennan, and Navarro.

Area PTA 5 Newsletter is published three times per year – August/September, February/March and May

**Area 5 Board of Directors**

Acting President: Larriann Curtis

Belton Council President:

Killeen Council President: Maureen Montez

Midway Council President: Leanne Newman

Waco Council President: Alisa Petree

Field Service Representative to Independent PTAs:

Area 5 PTA  
Larriann Curtis  
4421 Secluded Hollow  
Austin, TX 78727

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