



# Beach Tidings

Virginia Beach Council of PTAs Newsletter

ISSUE 3

NOVEMBER 2011

## 2011 –2012 Council Officers

President – Shelly Jones

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

or pony Windsor Woods ES

1st Vice President

Programs— Jill Burley

2nd Vice President

Membership- Nicole Ingalls

Treasurer—Alanna

Bobulinski

Recording Secretary

Erika Connolly

Corresponding Secretary

Astrid White

## RESOURCES

National PTA

[www.pta.org](http://www.pta.org)

Virginia PTA

[www.vapta.org](http://www.vapta.org)

Virginia Beach PTA

[www.vbpta.org](http://www.vbpta.org)

We are also on

Facebook

## President's Corner

Dear Presidents,

There are many wonderful events that PTAs are holding across the city. Fall carnivals, fundraisers, awards programs, and of course the support of those booster clubs are in full force. Even with all of your success, this can also be a challenging time to secure volunteers for events as well as maintain positive working relationships within your board. This may be a great time to give your board members and committee chairs that extra pat on the back and let them know how much you appreciate their efforts. Remember, your PTA is only as strong as its volunteers.

Thanks to all who attended the Fall LTI and Roundtable Program.. I have been so impressed with the number of attendees at the programs. Our hosting schools, Bayside High and Kempsville ES really rolled out the red carpet for us. Thank you so much for your hospitality. .

Please remember that all local units are required by the IRS to file taxes. Whether it is a 990, 990EZ, or 990N form, you must file a tax return or an extension if needed by November 15th. Please do not let this deadline pass you by. In addition, don't forget to submit a copy of your 990 tax return to VA PTA as well as Council by November 15th. Submitting a copy of your tax return to Council is a requirement for the Exemplary Award.

I must admit that Reflections is one of my personal favorite programs that the PTA offers and I can't wait to see the work of our students. Reflections provide our students an opportunity to showcase their talents through a variety of venues. It never ceases to amaze me how talented our students are in Virginia Beach. There were many changes to the Reflections program this year and I must admit that some were more challenging than others. Your Reflections Chairs are to be commended on their diligence to make sure that the student entries were submitted properly.

Please stop me to say hello if you are in Richmond at the convention. Don't forget to bring your membership card with you as every delegate must have a membership card to vote. As always, Council is here to support you and your unit. Do not hesitate to call upon us as needed. Thank you for your continued dedication to the PTA. I wish you and your family a very Happy Thanksgiving.

Shelly

## Is Your Unit In Good Standing?

PTA units are in good standing and can participate in the Reflections Program, Citizenship Essay Project, and Scholarship Program if they meet the following criteria:

- Pay dues before the December 1st deadline
  - Bylaws are current
- Adheres to the Purposes and basic policies of PTA
- Submits Local Unit Officers form and verification of local unit's EIN to the state office by June 15th
- Forwards copy of required 990 form and audit to the state office per IRS regulations



### PLP VOTE

Thank you for your PLP votes. They have been tallied and turned in to our District Director. The input from your members will assist in shaping the PTA in the future.

Submission of your PLP votes was a requirement for the Exemplary Award.



## Upcoming Events



### All Council General Membership

#### Meetings Begin at 6:30 p.m.

(Registration begins at 6:00 pm)

- 11/4-5— State Convention— Richmond, VA
- 11/15 — Tax Return Deadline-Copy due to Council and VA PTA
- 12/1 — Deadline for Council Dues/Minutes/Newsletter to WWES
- 12/1 — Deadline for State Membership Dues
- 2/23 — Reflections Celebration, Location TBD
- 3/22 — Vendor Fair, Christopher Farms ES
- 5/3 — Council Annual Dinner, Ocean Lakes HS
- 6/7 — Spring LTI, College Park ES

### Please Mark Your Calendar Today!

## CONGRATULATIONS TO OUR PRINCIPLES OF AMERICAN CITIZENSHIP WINNERS

### CHARACTER TRAIT: RESPONSIBILITY

### JESSICA RINEHART : ALANTON ES

### NYTREE'L'A WHITEHURST: GREAT NECK MS

### KINSEY MINSCHKE: PRINCESS ANNE HS

# November 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Anti-Bullying Weeks Nov. 14th—25th		1	2	3	4 State Convention	5
6	7	8 Staff Day	9	10	11 School Closed	12
13	14	15 990 Due Report Cards	16	17	18	19
<b>School Psychology Awareness Week</b>						
20	21	22	23	24 	25 School Closed	26
27	28	29	30			

## FACEBOOK NEWS

Virginia Beach Council of PTAs is now on Facebook! Become a fan! We are using social media tools to increase communication to our local units.

### Local Unit News *What is Your PTA Up to ?*

As the Newsletter Editor, I am always looking for local PTA unit news. Email me about events and activities that your PTA is hosting. Email me at [astrid.white@vbschools.com](mailto:astrid.white@vbschools.com) no later than the last day of every month.

## Looking Ahead

**Fri Nov 04, 2011**

2011 VA PTA Convention

**Mon Feb 13, 2012**

PTA Day at the General Assembly

**Tue Nov 15, 2011**

File your 990!

**Wed Feb 29, 2012**

Membership Dues Deadline

**Thu Dec 01, 2011**

Membership Dues Deadline

**Wed Feb 29, 2012**

State PTA Bylaws Amendments Due to the State Office

**Wed Feb 01, 2012**

Citizenship Essay Entries Deadline

**Wed Feb 29, 2012**

VA PTA Scholarship Application Due

## Membership

PTA Membership drives should be in full swing! Please be sure to submit your first membership payment to VA PTA by the December 1st deadline. Remember for units to be in good standing, dues must be received, postmarked by December 1st, in the State Office. Submission of Membership dues by December 1st is also a requirement for the Exemplary Award! The Local Unit Dues Remittance Statement can be found on either of the following websites: [www.vbpta.org](http://www.vbpta.org) or [www.vapta.org](http://www.vapta.org). Please feel free to contact me for any needed Membership information at [VBPTAMEMBERSHIP@gmail.com](mailto:VBPTAMEMBERSHIP@gmail.com).

### **Congratulations to the following Merit Award Winners**

**\*\*\*Alanton ES\*\*\*Christopher Farms ES\*\*\*John B. Dey ES\*\*\*  
Red Mill ES\*\*\*Tallwood ES\*\*\*Thalia ES\*\*\*Kemps Landing  
Magnet\*\*\*Salem MS\*\*\***

## **HOLIDAY LIGHTS at the BEACH**

Tickets are Now Available for Pickup

Beach vents is again this year sponsoring its Holiday Lights at the Beach with a campaign designed especially for Virginia Beach Schools' PTA organizations. Tickets are available at the address below:

**New Location:** 302 22nd Street, 2nd Floor

**Hours:** 10:00 am—3:00 pm Monday – Friday

**Questions?** Contact Lyndsey McGarr at 425-3111

## **RESOURCES**

The Local Unit Resource Guide has been updated for 2011-2012. This valuable document contains everything you need to know as a PTA leader. Reference the guide for forms, roles and responsibilities, and other vital information. The LURG can be found on the VA PTA website at [www.vapta.org](http://www.vapta.org)

## **SCHOLARSHIP CENTRAL WEBSITE**

If your local unit offers a scholarship for graduating seniors of the class of 2012, your local unit is invited to post its scholarship information on VBCPS Scholarship Central website. Send your Scholarship Application along with the Scholarship Central Form to Nancy Hollingsworth at [Nancy.Hollingsworth@vbschools.com](mailto:Nancy.Hollingsworth@vbschools.com) or to the Department of Curriculum and Instruction, Office of Guidance Services and Student Records, 520 S. Independence Blvd., Virginia Beach, VA 23452.

## **Treasurer's Corner**

### **Responsibilities of Being Non-Profit**

- The local unit must adhere to the Purpose of PTA
- Orderly and Correct Financial Records are required to be kept
- An annual audit must be conducted
- Appropriate 990 Form must be filed with the IRS
- The local unit must maintain their “unit in good standing” status

# Fall LTI/Roundtable

Thanks to all who attended the Fall LTI and Roundtable programs held at Bayside High School and Kempsville ES respectively. I hope that everyone enjoyed the programs and that the information was beneficial to you. I look forward to seeing you all again at other programs throughout the year. A special thank you is extended to the presenters and all the volunteers who helped to make the Fall LTI and Roundtable a huge success.



## BYLAWS

Your local unit by-laws are one of the most important and necessary documents within your PTA! It describes duties, responsibilities, and procedures and should be referred to often when determining how your PTA should conduct business. Virginia State requires that local unit PTAs revise and submit current by-laws to the state office within every 5 year period. Since your local unit is chartered by both National PTA and Virginia State PTA, your by-laws should reflect the language contained within both national and state by-laws.

That is where your Virginia Beach Council of PTAs By-Laws Committee can help! I am Michael Marotta and I am the 2011-2012 By-Laws Committee Chairperson. As a prior two year local unit PTA President, I have experience in local unit by-laws and am here to help local units revise, amend, and even understand their by-laws. I can also assist in determining if your local unit by-laws are current or in need of revision, as well as assisting your local unit in obtaining a copy of or submitting your current by-laws. You may contact me at: [michael.marotta5@verizon.net](mailto:michael.marotta5@verizon.net). For additional information regarding by-laws, you may visit the following Virginia PTA link:

<http://www.vapta.org/statecommittees/bylaws.html>.

### Are Your Bylaws Due for Revision?

Listed below are those local units whose bylaws are due for revision this school year

Green Run HS	5/11	Lynnhaven MS	2/12
Malibu ES	5/11	First Colonial HS	3/12
Seatack ES	12/11	Shelton Park ES	3/12
Fairfield ES	1/12	Alanton ES	4/12
Linkhorn Park	1/12	Green Run ES	6/12
Strawbridge ES	1/12	Parkway ES	6/12
Windsor Oaks	1/12		

## COUNCIL DUES

Thank you to all of our local units who have submitted their Council Dues! Article XIV, Section 2 of the local unit bylaws note that “This association (local unit) shall pay annual dues as prescribed in council bylaws to the Virginia Beach Council of PTAs.”

Those units who have submitted their Council Dues are listed below:

- Arrowhead ES
- Centerville ES
- College Park ES
- John B Dey ES
- Kingston ES
- New Castle ES
- Ocean Lakes ES
- Salem ES
- Tallwood ES
- Corporate Landing MS
- Kemps Landing Magnet
- Landstown MS
- Lynnhaven MS
- Salem MS
- Virginia Beach MS
- Bayside HS
- First Colonial HS
- Kellam HS
- Princess Anne HS

Submission of Council Dues by December 1st is a requirement towards the Exemplary Award.

### Electronic Newsletter Distribution List

**Calling all Presidents!!!** If you would like an electronic copy of the newsletter each month email, Astrid White at [astrid.white@vbschools.com](mailto:astrid.white@vbschools.com) or [corpcheercoach1@yahoo.com](mailto:corpcheercoach1@yahoo.com)

# November Checklist



- \_\_\_\_\_ Complete October checklist
- \_\_\_\_\_ Submit Council Dues by December 1st
- \_\_\_\_\_ Attend PTA Convention in Richmond, VA
- \_\_\_\_\_ Local Unit Remittance Forms/Membership Dues submitted by Dec. 1st deadline to Virginia PTA
- \_\_\_\_\_ Plan Reflections Celebration
- \_\_\_\_\_ PTA Membership cards distributed to all members
- \_\_\_\_\_ Have you reached 75% of last year's membership for Cardinal Award?
- \_\_\_\_\_ File Taxes with IRS by November 15th
- \_\_\_\_\_ Information sent to VA PTA and VB PTA: (repeated from October)
  - Audit Report approved by the General Membership
  - 990-990EZ tax form
- \_\_\_\_\_ Submit copy of Local Unit Newsletter to Council by December 1st
- \_\_\_\_\_ General Membership Minutes reflecting approval of audit & budget sent to Council PTA at Windsor Woods ES by December 1st
- \_\_\_\_\_ Remind members to keep track of Volunteer Hours
- \_\_\_\_\_ Share November's Newsletter with your Board
- \_\_\_\_\_ Review Exemplary Award Checklist. Are you on track?
- \_\_\_\_\_ Submit Merit Award form to Council at Windsor Woods Elementary
- \_\_\_\_\_ Submit Principles of American Citizenship Nomination to Council by December 2nd— November's Character Trait is Respect
- \_\_\_\_\_ Consider not to hold December meeting; or hold hospitality event instead
- \_\_\_\_\_ Visit Council Website; [www.vbpta.org](http://www.vbpta.org)

# Principles of American Citizenship



The Virginia Beach Council of PTAs is proud to present the Principles of American Citizenship Award Program for 2011-2012.

**1) SELECTION:** Every school should submit one nomination for consideration by the Council monthly. Each local PTA and Principal should decide on the selection process for determining the ONE student to be submitted for consideration. Our selection will be based upon your description and how closely that description exemplifies the character trait. Although only one student from each school is forwarded to Council, we encourage you to recognize each student for their nomination (i.e. certificate at PTA meeting, name posted in newsletter, etc.). Every school is encouraged to participate! **At least three nominations during the school year are required to meet this criteria for the Exemplary Award.**

**2) NOMINATION FORM:** Please fill out completely. Write up should support student's nomination. Remember to cite specific examples. You may attach additional sheets to the Nomination Form if necessary. This form has been created for you to keep on file and should be reproduced as needed for each month's submission. No other form will be accepted.

**3) WRITE-UP:** The write-up is very important. It is the only information we have on the student. Please tell us who the child is, what they have accomplished using examples, and why they deserve the award. Please take extra time and effort to submit a detailed write-up.

**4) DEADLINES:** The deadlines for applications are as follows (the month being submitted is in parenthesis):

<b>Oct 7th</b> (Sept -Responsibility)	<b>Jan 6th</b> (Dec - Kindness)	<b>Apr 5th</b> (Mar – Cooperation)
<b>Nov 4th</b> (Oct - Diligence)	<b>Feb 3rd</b> (Jan - Fairness)	<b>May 4th</b> (Apr - Self Control)
<b>Dec 2nd</b> (Nov - Respect)	<b>Mar 2nd</b> (Feb - Honesty)	<b>June 1st</b> (May- Trustworthiness)

**5) WINNERS:** Winning schools will be contacted by email or phone. The winning student's name will appear in the Council newsletter. Arrangements will be made with the school to present the award to the student in front of his peers at the most convenient date.

**6) CONTACT INFO:** Questions and comments are welcomed and encouraged. Principals, Teachers and PTA Presidents may contact Sharon Thomas, Principles of American Citizenship Chair by email at [sharonwas@netzero.net](mailto:sharonwas@netzero.net). Please PONY your Student Nomination Form to Sharon Thomas at Salem High School.