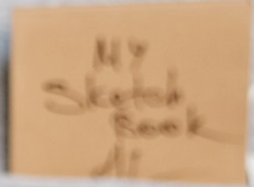


THIRTY-FIRST DISTRICT PTSA

Valley Views

Volume 54 | Issue 6 | July 2020



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2019-2021 VISION FOR 31ST DISTRICT

"I am really excited for our next two years together. We are going to work together to build stronger units, start new ones and implement changes as they come at us. Together, we will take on the challenges that will come our way. We will support our schools' goals and missions. We will support programs that will benefit all of the kids in the 31st District."

FROM THE PRESIDENT

Submitted by Barbara Smith, President

Thank you for going on this PTA adventure with me. During the summer months we would normally take last year's calendar, events, and budget, review it and judge it, to determine this year's plans based on last year's success and challenges. Using that information, we would map out ideas for this year - mainly using what worked and adding in some new exciting opportunities.

But normal ended for us March 13, 2020! That is when we took our kids home, packed up our Parent Centers and hosted our last in person meetings. Since then we have adjusted our expectations to include Zoom, online meetings and elections. Waiting week by week at home wondering if our kids would be back in the classroom this Fall.

As I write this article, I still don't have an answer for you about that, but I can tell you with confidence there will be no Fall Festivals or movie nights under the stars on your campus. All parent meetings will be online. Yes, all parent meetings – SSC, LCAP and PTA!

So, how to plan - take last year, use what worked and tweak it to be online.

- Last year you had a Silent Auction at Back to School Night; this year during your online Back to School Night, set up an online Silent Auction.
- Last year you had community Family Dine Out Fundraisers; this year have community Family Drive Thru/Curb Side Pick Up Fundraisers.
- Last year you had a Candy Drive; this year have an online magazine/candy/gift wrap drive. Have a spirit wear sale by setting up an online store.
- Establish social media sites to inform and educate your Association.
- Make sure to follow all social media guidelines. (<http://toolkit.capta.org/running-your-pta/communications/social-media-guidelines-for-ptas-in-california/>)



Welcome to 2020-2021. I am Barbara Smith, your 31st District PTSA President. Reach out to me

Talk to your administrations - early and often. Updates are coming every week, every day, sometimes, changes are occurring by the hour. Be flexible and be accommodating. Don't be frustrated by or frustrating to your Administration. What was true yesterday, is more than likely different today. A sense of adventure and humor will go a long way to making this a positive year for everyone. No one is trying to mislead, lie or hold anything back from you. We are all just working with what we have in front of us.

So what is next, same thing as every year - Change your bank signature cards, take all the online training you can (<https://capta.org/pta-leaders/run-your-pta/training-center/>) and start your Membership Drive

Because of Covid19, it is unlikely your PTA unit will be allowed to run a traditional membership drive on campus. The TOTEM electronic membership platform will be even more important to our units. Support the electronic membership system by clicking <https://jointotem.com> and joining a unit in your area. When you have your membership link — share it — far and wide.

Make sure you ASK people to join. Social media and email works best with a specific call to action. **Use #JoinPTA and #PTA4Kids in all your social sharing.**

Continue on Next Page

Remember to ask, (did you notice, I asked twice already) the number one reason people don't join PTA is because they were never asked. So, ask once, and then, ask again! For the first two months during your Fall Membership Drive - ask every week - repost on your social media sites. Then ask every month, (membership is a year-round activity) include the QR code on your flyers, events and in your newsletters.

I have some ideas on how you can run a successful Membership Drive using TOTEM:

- Did you know all of your Executive Board Members are required to be PTA Members? Send the TOTEM link to your board and get them all to set the example by joining electronically— and then have them share and tell their friends to join. This is a great opportunity for your board to understand the electronic membership system and to help spread the word around your community. They can post your school TOTEM link on their personal social media sites. Watch your membership grow before school even starts.
- Talk to your Principal - get their permission to post your link on the school website with the simple logo - "Join PTA" under your PTA Unit Logo or school mascot. **And include it in any online registration packets.**
- Use your old membership lists and ask them to join too. You would be surprised how sentimental previous PTA Executive Board members can be. Especially, if you make it easy and all they have to do is to click on a link. Same goes with community members who support your school.

All that being said - can you still do the traditional Membership drive with flyers, envelopes and prizes on campus? Maybe or maybe not.

- Reach out to your Principals and see if that is an option. Do not be frustrated if they do not have a definitive answer yet. LAUSD is still determining what the 2020-2021 school year will look like.
- 31st District has ordered the membership envelopes, all you need to do to purchase them is email your order to b.smith.president.31stdist@gmail.com and get a check cut from your Treasurer. Since 31st District Office is not currently open to the public due to Covid19 restrictions, I will deliver the envelopes to your Council Presidents and they will deliver the envelopes to you and collect the check.

Let's focus on what we can control and what we can do. Our administrators will be concentrating on a whole new educational world while they get our kids back on track. As guests on each campus, we must remain committed to supporting the goals and mission of each school, without becoming a distraction.

For more information

- We have a Membership Training video on the 31st District PTSA website - <http://31stdistptsa.org/unit-officer-training/> .
- Don't forget to check out capta.org for more training and support.
- You can reach out to our amazing 31st District PTSA Membership Chair, Nancy Hofmeister at nancyhof2002@gmail.com.
- For more Parent Information from LAUSD <https://achieve.lausd.net/Page/9157>
- And I am always here to answer any questions you might have, Barbara Smith, 31st District PTSA President 2019-2021 at b.smith.president.31stdist@gmail.com

With appreciation of the work you are about to do. Thank you.

CALIFORNIA STATE PTA DENOUNCES RACIAL INJUSTICE AND CALLS FOR GREATER EQUITY AND INCLUSION

From California State PTA

California State PTA denounces racial injustice, violence, and the recurring brutal mistreatment of African Americans in our nation. We stand in solidarity with the friends and family of George Floyd in demanding change.

As parents and caregivers, we do everything in our power to protect our children from harm, but the reality of continuing discrimination and injustice makes that impossible for many of our children and families of color. This cannot continue.

California State PTA joins our community, education, and equity partners in seeking concrete actions to address the pattern of institutional discrimination and violence against black people. California State PTA commits to examine our own practices and structures to work towards eliminating implicit bias, racism and inequities. We call on our thousands of local PTAs throughout California to bring to life the principles of inclusion, equity, and diversity. PTA strives to create communities that provide safety, opportunity, and a nurturing environment for all children and families.



LA PTA DE CALIFORNIA DENUNCIA LA INJUSTICIA RACIAL Y PIDE MAYOR EQUIDAD E INCLUSIÓN

La PTA de California denuncia la injusticia racial, la violencia y el maltrato recurrente y brutal de los afroamericanos en nuestra nación. Nos solidarizamos con los amigos y familiares de George Floyd para exigir un cambio.

Como padres y cuidadores, hacemos todo lo que está a nuestro alcance para proteger a nuestros hijos de daños, pero la realidad de la continua discriminación e injusticia hace que sea imposible para muchos de nuestros hijos y familias de color. Esto no puede continuar.

La PTA de California se une a nuestros socios comunitarios, educativos y de equidad en la búsqueda de acciones concretas para abordar el patrón de discriminación institucional y violencia contra las personas negras. La PTA de California se compromete a examinar nuestras propias prácticas y estructuras para trabajar hacia la eliminación de prejuicios implícitos, racismo e inequidades. Hacemos un llamado a nuestros miles de PTA locales en todo California para dar vida a los principios de inclusión, equidad y diversidad. La PTA se esfuerza por crear comunidades que brinden seguridad, oportunidades y un entorno acogedor para todos los niños y sus familias.

FOUR WAYS TO SUPPORT LGBTQ+ YOUTH DURING QUARANTINE

From National PTA

The COVID-19 pandemic has taken a toll on all kids (and their families) in a variety of ways, but according to a recent report from The Trevor Project, LGBTQ+ youth may be particularly vulnerable to the mental health impacts of COVID-19 and need support.

While some LGBTQ+ youth may be quarantined in unsupportive environments—others who are in supportive homes may be feeling an additional sense of loss of community, unable to connect in person with support groups or pride events. All kids need and deserve supportive adults in their lives. Whether you're a parent or family member of an LGBTQ+ kid—or your child is friends with a LGBTQ+ youth—you have a role to play! Here are a few ways you can support the LGBTQ+ youth in your life:

Educate yourself (and your family).

Now is a great time to learn more about sexual orientation and gender identity. Showing LGBTQ+ people in your life that you understand and respect their identities is a great first step. If you already have a solid grasp on the basics, consider using this time at home to do a deeper dive into LGBTQ+ history. For a few great places to start: <https://ptaourchildren.org/support-lgbtq-youth-during-quarantine/>



Encourage kids to find community online.

Staying connected to the LGBTQ+ community can help youth combat feelings of loneliness and isolation. Children's schools may be offering GSA programming online or your local LGBTQ+ community center may be offering virtual events. A number of national organizations are also offering free support groups and social events online. Check out our favorites below: <https://ptaourchildren.org/support-lgbtq-youth-during-quarantine/>

- Gender Spectrum is offering online groups for trans, nonbinary and gender-expansive teens and preteens, as well as groups for parents and family members.
- TrevorSpace is an affirming social networking site for LGBTQ+ youth.
- Q Chat Space offers online support and discussion groups for LGBTQ+ teens 13 to 19 years old.
- The GLSEN BULLETIN: Every Tuesday and Thursday at 3:30 p.m. (Eastern), GLSEN's National Student Council members bring the stories and experiences of LGBTQ+ students directly to your Instagram feed. Join them on IG Live, as they discuss how to stay connected to LGBTQ+ youth across the country.

Celebrate Pride Month

With pride celebrations getting canceled around the world, your LGBTQ+ child might be feeling an added sense of disappointment. The good news is there are ways you can bring pride month into your homes and your communities.

- See if your child wants to do some decorating for pride month—inside or outside your home! This could include a new flag, some new pride apparel or some homemade crafts.
- Participate in a virtual pride! Explore virtual pride celebrations happening in your area.

CALIFORNIA STATE PTA'S STATEMENT IN SUPPORT OF THE SUPREME COURT'S DACA DECISION

From California State PTA

California State PTA joins National PTA in supporting the June 19, 2020 Supreme Court decision which blocks the repeal of the Deferred Action for Childhood Arrivals (DACA) program. National PTA participated with the National Education Association in the filing of an amicus brief with the Supreme Court in support of the DACA program.



Immigrants have immeasurably enriched our culture and economy, and are an essential part of the fabric of California. As a state with a large number of immigrant families, California is impacted heavily by this decision, which allows thousands of children and young people to once again focus on the future, free from stress and uncertainty.

California State PTA is committed to ensuring that all children – regardless of immigration status – are able to flourish in school, receive the healthcare they need, and live in safe and secure circumstances.

DECLARACIÓN DE LA PTA DEL ESTADO DE CALIFORNIA EN APOYO SOBRE DE LA DECISIÓN DE DACA DE LA CORTE SUPREMA

La PTA del Estado de California se une a la PTA Nacional para apoyar la decisión de la Corte Suprema del 19 de junio 2020 que bloquea la derogación del programa de Acción Diferida para los Llegados en la Infancia (DACA). La PTA nacional, junto con la Asociación Nacional de Educación, presentó un escrito de amicus ante la Corte en apoyo del programa DACA.

Los inmigrantes han enriquecido enormemente nuestra cultura y economía, y son una parte esencial del tejido de California. Como estado con una gran cantidad de familias inmigrantes, California se ve fuertemente afectada por esta decisión, la cual permite a miles de niños y jóvenes concentrarse una vez más en el futuro, libres de estrés e incertidumbre.

La PTA del Estado de California se compromete a garantizar que todos los niños, independientemente de su estado migratorio, puedan prosperar en la escuela, recibir la atención médica que necesitan, y vivir en circunstancias seguras.

RACISM AND VIOLENCE: HOW TO HELP KIDS HANDLE THE NEWS

From National PTA

With protests over the violent deaths of black Americans dominating the news, it's understandable that many kids are feeling scared, confused or angry about the situation. How can parents, many of whom are struggling themselves, help children process what they're seeing and manage their feelings? There's no one right answer. That said, there are a few guidelines parents can keep in mind to help kids deal with troubling news about race and violence.

Validate their feelings

Start by checking in with your child. Kids, even very young ones, are extremely perceptive, and they may have worries or concerns they don't know how to express. This will look different for every child. Kids might be afraid of riots, of being hurt by the police, or worry that something bad could happen to loved ones. Avoid making assumptions. Instead, ask broad questions that give kids space to talk over what they're feeling: "How did you feel about what we saw on the news?" "What did it make you think about?" For young children, drawing, painting or acting out stories with toys can be helpful tools for expressing thoughts and feelings that aren't easy to put into words. Do your best to meet your child where they are and acknowledge their feelings, fears or worries.



Don't avoid talking about it

"Racism is not new," says Dr. Kenya Hameed, PsyD, a clinical neuropsychologist at the Child Mind Institute. "These are ongoing problems. It's going to take all of us changing the mentality and the mindset to work towards a better future and fix them." That change, she emphasizes, can't and won't happen without frank, open conversation — a conversation that for most black families has never been optional. White parents can help by addressing race and racism with kids early and often. Research shows that even very young children are aware of racial differences, and children can learn harmful lessons about race when it's not discussed openly. It's helpful for white families to see that minimizing the legacy of racism in our society by avoiding ugly truths does children a disservice. Instead, white parents can commit to educating themselves and building conversations about race into kids' lives early on. Additionally, white families can make a concerted effort to represent racial diversity in the products they buy for their children. For example, parents of white children can look for black dolls and books with predominantly black characters, which can help normalize diversity for kids and spark spontaneous, everyday conversations about race.

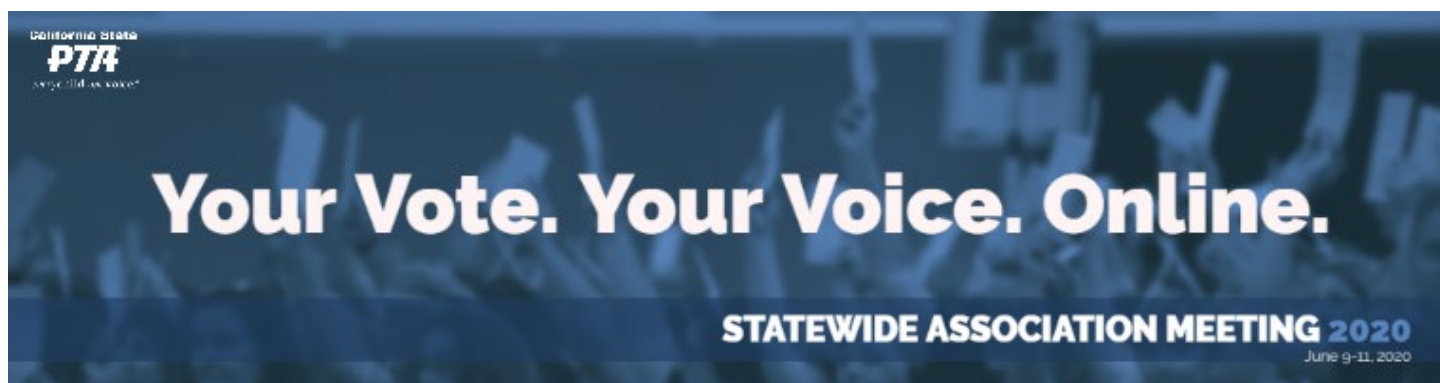
Be clear, direct and factual

Even with young children, use clear language. Say: "This is about the way that white people treat black people unfairly." Emphasize that racial violence is wrong. It's easy for kids (especially little ones) to think that bad things happen to black people because black people are themselves bad. Even if a child doesn't explicitly tell you, it is an easy assumption they can make based on how black people have been portrayed and treated in this country. Help children understand by speaking to them in a developmentally appropriate way. Emphasize to your child that black people are good and that being black doesn't make you bad. Treating people unfairly is the thing that's bad, and black people have been treated unfairly for a long time.

For more information: <https://ptaourchildren.org/racism-and-violence-how-to-help-kids/>

STATEWIDE ASSOCIATION MEETING 2020

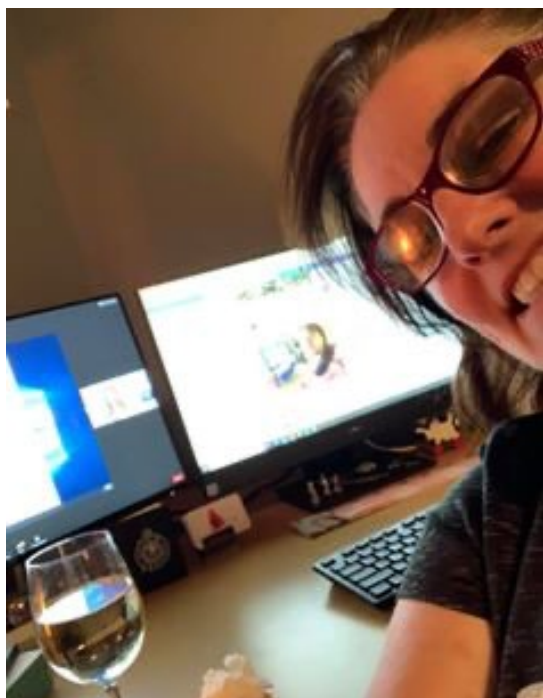
From California State PTA



As a California State PTA member, your voice matters. This year, doing things that matter is more important than ever. The 2020 Statewide Association Meeting was a unique opportunity to include more members in the decision-making process.

We're glad to report that our first-ever online **Statewide Association Meeting** included timely information, meaningful debate, great guests and lively interaction. Over 500 PTA members participated in the business of the association, deciding together how California State PTA will advocate for children and families for years to come.

They took part in hearings, amending and adopting the legislation plank and resolutions, celebrating Reflections artists, and listening to important reports.



*Kelly Mattinson, Northwest Valley
Council President*

Thank you to those of you who attended, for venturing into the brave new world of virtual meetings, and for spending your evening(s) with us during this challenging time.

Visit the Statewide Association Meeting page of the California State PTA website to view photos of members Zooming from their home offices, and to watch recordings of the two guest speakers: Ben Chida, Chief Deputy Cabinet Secretary for the Office of the Governor, and Guy Myers, 2020 California Teacher of the Year

The business of the association was also conducted, which included:

LEGISLATION PLANK

The Legislation Platform lays the framework for PTA action on legislation, is adopted biennially in even-numbered years by annual meeting delegates and defines the areas of interest and scope of the PTA legislation program. Commissions for communications, education, family engagement and health & community concerns study

legislation within the framework of the legislation platform and current PTA positions.

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STATEWIDE ASSOCIATION MEETING 2020

Continued

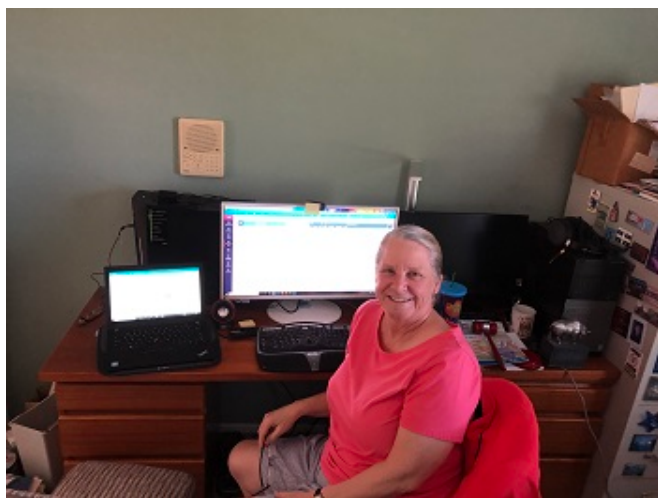
RESOLUTIONS

Four Resolutions were adopted to provide California State PTA with authority to take positions in the following areas:

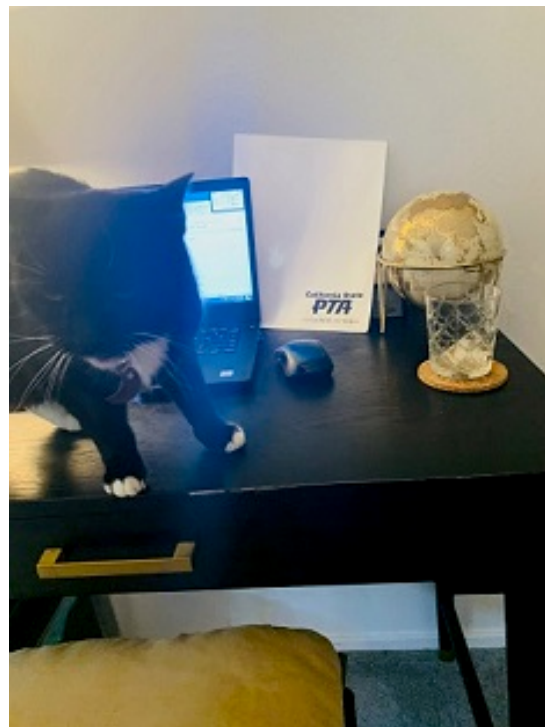
- Resolution A: E-Cigarettes/Vaping, Flavored Tobacco Products and Youth Health
- Resolution B: Net Zero Emission Schools
- Resolution C: Mental Health Services For Our Children and Youth
- Resolution E: Chronic Disease and Injury Prevention Funding

One Resolution was returned to committee to be studied further review, and to work with members of the Diversity, Equity and Inclusion Committee of California State PTA and include members who represent members of our underrepresented communities.

- Resolution D: Promote Evidence Based Policies and Practices to Improve Equitable Outcomes for Marginalized Children and Youth



Celia Jaffe, California State PTA President, chaired the first online Association Meeting.



31st DISTRICT AWARDS AND RECOGNITIONS LEGACY AWARD

75 Years – 1945:

- John B. Monlux Elementary PTA

60 Years – 1960

- Andasol Avenue Elementary PTA
- Darby Avenue Charter Elementary PTA
- Granada Hills Charter High School PTSA
- Hamlin Street Elementary PTA
- Superior Street Elementary PTA

WELCOME NEW UNITS

- Granada Hills Charter TK-8 PTSA (North West Valley)
- Harding Street PTA (Valley Hills)
- Napa Street PTA (North West Valley)
- Sylvan Park PTA (Valley Gateway)
- V.O.C.E.S. PTSA (Valley Hills)

LEADERSHIP

From California State PTA

California State PTA is holding its first-ever **Virtual Summer Leadership Academy!** Summer is the perfect time for you as a PTA leader to hone your leadership skills in preparation for the coming school year, and get up to speed on what you need to know to more effectively run your PTA.

Join us for over 30 classes being offered in three sessions during the months of July and August.



In July we'll offer training for treasurers and presidents, plus classes in compliance, membership basics, and how to use the TOTEM electronic membership system. August will be more issue-based and we'll cover subjects such as advocacy, family engagement, fundraising and education.

Register your unit, district, or council now and pay the one ticketing fee. Once you have paid the **group price of \$20**, you will then receive a link for each of your board members to register individually for the classes they would like to attend.

Registration for the first session is closed but will reopen for the third session. Once you have paid the group price, you will then receive a link for each of your board members to register individually for the classes they would like to attend.

LEADERSHIP SESSIONS

Session One

July 13-16, 2020

PTA & Finance Basics
President
Secretary
Treasurer
Reflections
Social Media Basics
Totem Electronic
Membership Program
Volunteer Recruitment
Budgets

Session Two

July 20-23, 2020

Family Engagement
Team Building and
Conflict Resolution
Audits
Elevating Social Media
Skills
Parliamentarian Basics
Compliance
Taxes
Bylaws
Membership Basics
Legislation and Advocacy

Session Three

August 10-12, 2020

Mental Health Today
Navigating Distance
Learning Platform
Membership Marketing
Family Engagement
Public Speaking
Fundraising
Advocacy for Student
Learning Styles
Teen Driving
Diversity, Equity, and
Inclusion

Click <https://www.eventbrite.com/e/ca-state-pta-virtual-summer-leadership-academy-tickets-110159211166?aff=affiliate1> to register. We look forward to seeing you there!

MEMBERSHIP AND ORGANIZATION

Submitted by Colleen Ross, Vice President



PTA THROUGH THE AGES – MEMBERSHIP DINNER

The 31st District PTSA is planning on holding our Membership Dinner:

- November 10, 2020
- Odyssey Restaurant
- 15600 Odyssey Drive, Granada Hills 91344

Check In time will be 6:00 pm and the event will start at 6:30 pm.

- Tickets purchased between September 16 and October 9 will be \$50 dollars each
- Tickets purchased between October 12 and October 23 will be \$55.00 dollars each
- The last day to purchase a ticket will be October 23, 2020. No exceptions.

This is a legitimate PTA expense, so remember to vote this money out at your first association meeting of the year.

Look for a flyer with more information in August. We hope to see you all there.

HEALTH AND COMMUNITY CONCERNS: DISTRACTED DRIVING

From California State PTA, The Pulse June/July 2020

There's a common myth out there many of us fall prey to – that we can multitask, and that it makes us more productive. The truth is, attempting to multitask actually makes us more distracted. Just because you have two hands doesn't mean you can write two separate letters simultaneously, even if you're ambidextrous. Or have you ever tried to watch a movie and read a book at the same time? Our brain can't complete multiple tasks at once, but rather drains itself trying to switch back and forth between tasks.



A drained and distracted brain is especially dangerous as it pertains to the task of driving. Using Bluetooth – or any technology that allows you to communicate hands-free while driving – is actually just as dangerous as handheld talking. This is because even when you remove the manual distraction, the cognitive distraction remains. Research confirms cognitive distractions actually take the longest to recover from.

Reckless and distracted driving is the leading cause of death for teens, and phone use is only part of the equation. Lethal distractions include texting and talking on the phone, but also messing around with friends, experiencing intense emotions, daydreaming, applying make-up, adjusting the GPS or radio, shuffling the playlist, eating or drinking, or anything that diverts attention from the task of driving.

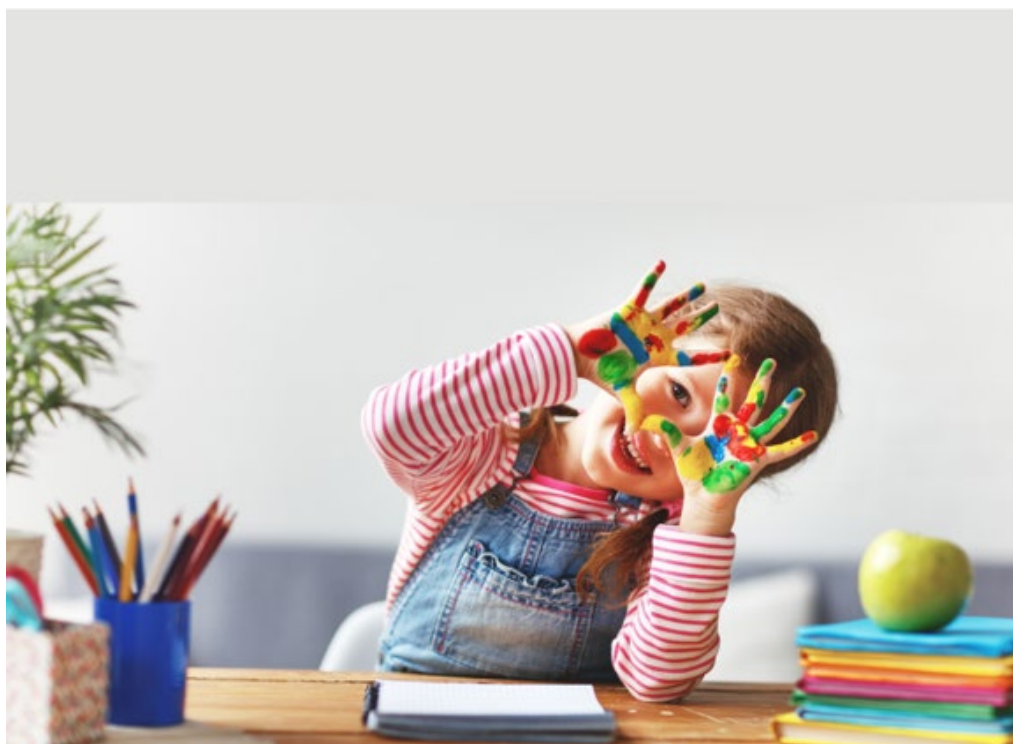
Impact Teen Drivers is a non-profit organization dedicated to stemming the tide of this preventable epidemic. Through evidence-based educational programming, ITD empowers people to devote their visual, manual, cognitive, and auditory focus to driving. To learn how to set up a parent workshop, teen presentation, or utilize any of ITD's free evidence-based Interactive Educational Modules, please start by visiting www.ImpactTeenDrivers.org/California. Resources are available in both English and Spanish.



NATIONAL PTA REFLECTIONS[®] LOOK WITHIN

From California State PTA

The PTA Reflections Art Program is a national arts recognition and achievement program for students and was established in 1969 by National PTA board member Mary Lou Anderson. Since inception, over 10 million students across the nation have participated. The Reflections Art Program provides opportunities for students to express themselves creatively and to receive positive recognition for original works of art inspired by a pre-selected theme, while increasing community awareness on the importance of the arts in education.



Participation in the Reflections Art Program is a great way for students to explore and learn about various art forms. Creating art is a valuable learning process which challenges students to use their critical thinking skills as well as their creative talents to create art supporting a specific theme.

Depending on local PTA guidelines, students may enter in as many categories as they choose to and may submit more than one work of art in any of the categories listed below.

Only original works of art, created specifically for the Reflections Art Program are accepted.

Student works are reviewed against others in the same division, with emphasis on how a student interprets their submission to the theme. This allows recognition of artworks by appropriate developmental age and skill levels. The Reflections Art Program is structured for PTAs to recognize students at the local unit, council, district, state and national PTA levels. Once entries reach the level of the California State PTA, entries may be selected for submission to the National PTA for review. National PTA Outstanding Interpretation entries are recognized at the annual National PTA convention. National PTA Outstanding Interpretation, Award of Excellence and Award of Merit entries may be displayed as part of the program's traveling exhibit.

The winning students from 31st District PTSA were announced in the May 2020 edition of Valley Views. For more information on Reflections winners click on <https://capta.org/programs-events/reflections/award-of-excellence-recipient/>

The theme for the 2020-2021 Reflections Program is "I Matter Because..."

YOU'RE A NEW UNIT TREASURER: WHAT SHOULD YOU BE DOING OVER THE SUMMER?

Submitted by Ira Weinreb, Treasurer

Congratulations! You have been elected as the new Treasurer for your PTA/PTSA Unit, and your term of office begins July 1. And then you start to wonder: "hmmmmm, what should I be doing now (or soon)?"

So let me help you with that:

1) Change the signers on your bank account(s). On or shortly after July 1, arrange to change the signers on your bank accounts. Your Bylaws specify which officers are to be check signers. Make an appointment to minimize waiting time. Typically, ALL new signers must appear together at the bank, each with two forms of ID. Bring a copy of the minutes signed by the Secretary showing who the new signers are to be. Usually now one current signer also needs to appear with the new signers.



2) Meet with the current Treasurer, from whom you will be taking over. He or she will give you a whole bunch of "stuff": Your Unit's books of accounting, the checkbook, deposit slips, check stamps, historical documents, and more. They should also give you (or set up for you) credentials to access the bank account(s) online. Hopefully, they are also willing to spend an hour or so with you showing you the records, how the books have been kept, and answering questions.

3) Review your Bylaws.

Your Unit's Bylaws are like a constitution – it's the controlling governing document. Your Bylaws contain a lot of important information, such as which officers your Unit has, how many members or Board members must be present at a meeting to conduct business (the "quorum"), and how much your membership dues are. Read the Bylaws! Your Bylaws also list numerous identification numbers that will be important to you during the year, including your IRS Tax ID number, your Franchise Tax Board number, and your Charitable Trust ("CT") number.

California State
PTA
2327 L Street, Sacramento, CA 95816-5014 • (916) 445-1585 • FAX (916) 445-1586 • Email info@capta.org • www.capta.org

UNIT BYLAWS WORKSHEET FOR E-BYLAWS

INSTRUCTIONS: Fill out this worksheet to record information about your unit's Bylaws. It provides a quick summary for building your Bylaws online with the E-Bylaws Program.

UNIT INFORMATION (AUTO-FILLS IN E-BYLAWS WITH UNIT DATA):

Unit Legal Name: _____

Name of PTA District: _____

Name of PTA Council: _____

School Street Address: _____

City: _____ ZIP: _____

PTA Organization Date: _____ Grades in School: _____

Fiscal Year Starts: _____ Fiscal Year Ends: _____

National PTA ID #: _____ California PTA ID #: _____

IRS Federal EI #: _____ FTB #: _____ CT #: _____

Individually Incorporated Unit - Corporation #: _____

Membership Dues: \$ _____ per member (and program auto-fills the following data):
\$2.25 National PTA, \$2.00 California State PTA, \$ _____ District, \$ _____ Council
\$ _____ (This amount remains in unit.)

Officers: President, Secretary, Treasurer, Parliamentarian and Historian and
(Check all of your unit board positions):

☐ Executive Vice President EVP serves notice of president's vacancy? ☐ Yes ☐ No

☐ Vice Presidents - How many? _____ ☐ Corresponding Secretary

☐ Financial Secretary ☐ Auditor

Nominating Committee: # of Members: _____ # of Alternates: _____
Date officers assume duties (month/day e.g. July 1): _____

Association Meetings: (Week/Day e.g. Third Monday): _____
Months: _____
Annual Meeting Month: _____ Quorum (the greater of 11 or # of officers + 4): _____
Special Meetings called at written request of _____ (number) of board members.

Revised: July 2019

California State
PTA
2327 L Street, Sacramento, CA 95816-5014 • (916) 445-1585 • FAX (916) 445-1586 • Email info@capta.org • www.capta.org

Board Meetings: (Week/Day e.g. First Monday): _____ (Week/Day e.g. First Monday): _____

Amount authorized for unbudgeted items between association meetings: \$ _____

Special Meetings called at written request of _____ (number) of board members.

Quorum (the greater of 5 or majority of officers + 1): _____

Council Membership (Auto-fills in E-Bylaws with Council Information):

Number of additional delegates for regular meeting: _____

☐ Elected OR ☐ Appointed in _____ (Association meeting month)

Length of term: _____ year(s) # of additional delegates for Annual Meeting: _____

Council Assessment (if any) \$ _____ Due to council on: _____

Vice Presidents: (Add area of responsibility and title for VPs - e.g. "Programs Chairperson"):

First Vice President serves as _____

Second Vice President serves as _____

Third Vice President serves as _____

Fourth Vice President serves as _____

Fifth Vice President serves as _____

Sixth Vice President serves as _____

Additional Check Signer: (Elected officer who does not reside in same household as president, treasurer, financial secretary, or auditor. Also, can't be the secretary or the auditor): _____

President, treasurer and: _____

Standing Committees (List committees that function all year):

☐ Membership ☐ Programs ☐ Fundraising ☐ Hospitality ☐ Family Engagement

Note: If you have 10 or more standing committees, increase your minimum board and association quorums by half their number (e.g., 10 standing committees: increase quorums by 5). Specialists such as a volunteer coordinator or webmaster are not included in this list.

Revised: July 2019

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YOU'RE A NEW UNIT TREASURER

WHAT SHOULD YOU BE DOING OVER THE SUMMER?

Continued

4) Know who is going to prepare certain documents that will be needed soon. Once the fiscal year ends on June 30, there are several documents that can be prepared.

- **End-of-Year audit**, which should be done by your Auditor. They will need access to some of the financial records, including the checkbook register, bank statements, and payment authorization forms. So coordinate with the Auditor to make those records available.
- **Tax Returns** are the responsibility of the outgoing Treasurer (but you need to make sure they get done). Tax returns are not due until November 15, and you will receive much more information about them later, so don't worry about those for now.

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ANNUAL FINANCIAL REPORT (SAMPLE)
FISCAL YEAR _____

Name of Unit _____ IRS EI # _____
Council _____ District PTA _____

BALANCE ON HAND from previous year \$ _____

RECEIPTS

Savings account interest	\$ _____
Checking account interest	\$ _____
Membership dues (unit portion only)	\$ _____
Fundraising (net total gross income individually)	\$ _____
xxx	\$ _____
xxx	\$ _____
Donations	\$ _____
TOTAL	\$ _____

RECEIPTS NOT BELONGING TO UNIT

Council, district, state, and National PTA membership per capita	\$ _____
Founders Day freewill offering	\$ _____
TOTAL	\$ _____
TOTAL RECEIPTS	\$ _____

DISBURSEMENTS (List Budget Categories)

Operating expenses

Membership envelopes	\$ _____
Insurance premium	\$ _____
Newsletter and publicity	\$ _____
Council/district leadership workshops	\$ _____
Convention (State/National PTA)	\$ _____
Officers' and chairmen's reimbursement	\$ _____
Past president's pin	\$ _____
Honorary Service Award	\$ _____

Program expenses

Programs and assemblies	\$ _____
Reflections Program	\$ _____
Family Engagement	\$ _____
Emergency preparedness	\$ _____
Hospitality	\$ _____

Fundraising

Carnival	\$ _____
Book fair	\$ _____
Gift wrap	\$ _____
TOTAL	\$ _____

DISBURSEMENTS NOT BELONGING TO UNIT

Council, district, state, and National PTA membership per capita	\$ _____
Founders Day freewill offering	\$ _____
TOTAL	\$ _____
TOTAL DISBURSEMENTS	\$ _____

BALANCE ON HAND \$ _____

Signature _____ Date _____

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- **Annual Financial Report**, which should be prepared by your outgoing Treasurer (but if your outgoing Treasurer can't or won't do it, then you will need to).

- **Prepare a Budget** for the upcoming year, in conjunction with your Budget Committee (which as Treasurer you chair). The starting place for your Budget is your Annual Financial Report, which will tell you all the money you brought in and you spent. Think about what will be different this year from the previous year, and voila -- you will have your Budget!

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BUDGET (SAMPLE)
FISCAL YEAR _____

Name of Unit _____ IRS EI # _____
Council _____ District PTA _____
Bank Name _____ Account # _____
Bank Address _____

BALANCE ON HAND from previous year \$ _____

ESTIMATED RECEIPTS

Interest income	\$ _____
Membership dues (unit portion only)	\$ _____
Fundraising (net individually)	\$ _____
TOTAL	\$ _____

RECEIPTS NOT BELONGING TO UNIT

Council, district, state and National PTA membership per capita	\$ _____
Founders Day freewill offering	\$ _____
TOTAL	\$ _____
TOTAL RECEIPTS	\$ _____

ESTIMATED DISBURSEMENTS

Operating expenses

Membership envelopes	\$ _____
Insurance premium	\$ _____
Newsletter and publicity	\$ _____
Council/district PTA leadership workshops	\$ _____
Convention (State/National PTA)	\$ _____
Officers' and chairmen's reimbursement	\$ _____
Past president's pin	\$ _____
Honorary Service Award	\$ _____

Program expenses

Programs and assemblies	\$ _____
Reflections Program	\$ _____
Emergency preparedness	\$ _____
Hospitality	\$ _____

Fundraising

Carnival	\$ _____
Book fair	\$ _____
Gift wrap	\$ _____
Carry-over to next year	\$ _____
Unallocated reserves	\$ _____
TOTAL	\$ _____

DISBURSEMENTS NOT BELONGING TO UNIT

Council, district, state and National PTA membership per capita	\$ _____
Founders Day freewill offering	\$ _____
TOTAL	\$ _____
TOTAL DISBURSEMENTS	\$ _____
BALANCE ON HAND	\$ _____

Treasurer's Signature _____ Date _____

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As you embark on this journey as Unit Treasurer, please always remember that help is available to you. Your Council Treasurers are available to answer your questions, as am I after you've tried them. I will be presenting trainings during the year, and your Council Treasurers may also do so.

The State PTA website (www.captta.org) contains a lot of useful information. Please make use of these resources. Thank you for your service, and have a fantastic year!

Submitted by Beckford Charter for Enriched Studies



Submitted by Kelly Mattinson, Northwest Valley Council President

- **Backyard camp out:** Put up your tent, or create one, make S'mores, sing camp songs, make crafts and enjoy nature, fresh air and the stars.
- **Play Eye Spy:** Mask up and create a scavenger hunt in your neighborhood; find a red door, beware of dog sign, white car, purple flowers. Take photos and compare, make it fun and create a point system and give a prize.
- **Academics:** Okay, so most of us don't want to do more schoolwork, but guess what, summer learning loss is REAL and this year it will be amplified. This is a great time to practice your times tables using flash cards. Sign your kids up for a tutoring lesson with a local teenager or tutoring company, or see if there are free classes in your area.
 - **Do a read a thon or book club with friends.** Swap books that you like and then you can chat about them. Reading is vital! Make it fun; just have them read.

Continued on Next Page

WHAT TO DO OVER SUMMER BREAK?

Continued

- **Find Pen Pals for your kids:** When was the last time they wrote (or addressed) a letter? This could be really fun, especially if it is someone across the country, or the world.
- **Look through old photos:** Your kids love to see themselves grow up, show them yours, watch family movies.
- **Look through your DVD/VHS/Blu Ray Collection:** Re-watch some of their favorite movies and/or TV shows. Blasts from the past are always good.
- **Feeling adventurous?** Teach you kids how to sew, knit, crochet. Make jewelry... there are all kinds of YouTube tutorials. Get creative! Look on the Girl Scouts of America or Boy Scout websites to see cool badges and try to replicate them. They are always good life skills and challenging.
- **Food Preparation:** Let your kids pick the meal they want. Take them to the market to pick out the food and then help them cook it at home. New food exploration is a recipe for fun as well as hidden education (measuring, reading, tasting). Let them prepare breakfast for dinner, recreate LAUSD's famous coffeecake, make their own salad dressing, or bread. It is easier then we think.
- **Create Your own Guys Grocery Game:** Set funny rules and require silly ingredients.
- **Game night:** Play an old time favorite board game; Scrabble, Clue, Monopoly.
- **Enjoy a virtual museum virtual tour:** Then recreate a favorite work of art. Study about the artist.
- **Have a dance night:** Share your generation hits and listen to theirs. Teach your kids the hustle and let them teach you how to Tic Tok.
- **Did you see the 2021 Reflections theme is out? This year's theme is: I Matter Because!** This is a great theme to spend time discussing. What a fantastic opportunity to validate your kids and remind them how vital they are to our family and the world.



I know you all have unique ideas that you would love to share. PLEASE send them to us and we can share them on the 31st District Facebook page.

Make this a Summer to Remember!

COVID-19: CLARIFICATION ON GOVERNOR'S FACE COVERING ORDER

From Association of California School Administrators

In June, Governor Newsom issued a statewide mandate requiring face coverings to be worn in most public settings. The order specifically exempts schools and childcare settings.

Details released by the California Department of Public Health (CDPH) states that people must wear face coverings when in high-risk situations, such as indoor public spaces. There is, however, a footnote that permits the exemption of schools and childcare centers. This is interpreted as the reopening school guidance from CDPH and California Department of Education (CDE) superseding the face covering mandate.

Per California Department of Public Health, face coverings "should" be worn by school staff and students are "encouraged" to use face coverings. California Department of Education's guidance also states that school staff and students "should" wear face coverings. The term "should" is passive and therefore not a requirement. Face coverings in school settings remain a recommendation only.



State of California—Health and Human Services Agency
California Department of Public Health



June 18, 2020

GUIDANCE FOR THE USE OF FACE COVERINGS

Because of our collective actions, California has limited the spread of COVID-19 and associated hospitalizations and deaths in our state. Still, the risk for COVID-19 remains and the increasing number of Californians who are leaving their homes for work and other needs, increases the risk for COVID-19 exposure and infection.

Over the last four months, we have learned a lot about COVID-19 transmission, most notably that people who are infected but are asymptomatic or pre-symptomatic play an important part in community spread. The use of face coverings by everyone can limit the release of infected droplets when talking, coughing, and/or sneezing, as well as reinforce physical distancing.

This document updates existing [CDPH guidance](#) for the use of cloth face coverings by the general public when outside the home. It mandates that face coverings be worn state-wide in the circumstances and with the exceptions outlined below. It does not substitute for existing guidance about social distancing and handwashing.

Guidance

People in California must wear face coverings when they are in the high-risk situations listed below:

- Inside of, or in line to enter, any indoor public space;¹
- Obtaining services from the healthcare sector in settings including, but not limited to, a hospital, pharmacy, medical clinic, laboratory, physician or dental office, veterinary clinic, or blood bank;²
- Waiting for or riding on public transportation or paratransit or while in a taxi, private car service, or ride-sharing vehicle;
- Engaged in work, whether at the workplace or performing work off-site, when:
 - Interacting in-person with any member of the public;
 - Working in any space visited by members of the public, regardless of whether anyone from the public is present at the time;

¹ Unless exempted by state guidelines for specific public settings (e.g., school or childcare center)

² Unless directed otherwise by an employee or healthcare provider

HEALTH: AT-HOME HEALTHY HABITS AND GERM PREVENTION RESOURCES

From National PTA

Now more than ever, everyday healthy habits should be practiced by everyone to help curb the spread of germs. Especially in our current public health climate, it is a perfect time for parents to instill healthy habits and hygiene with their children.



Teaching healthy habits can be fun and informative for children with the help of germ prevention materials from Lysol®. With quick and easy at-home lessons, children can learn about germs—what they are, how they spread and how to protect against them. The more kids know about germs, the better they can help protect themselves, their friends and their loved ones from illness.

Please visit [Lysol.com/Healthy-Classroom/](https://www.lysol.com/Healthy-Classroom/) for at-home germ prevention activities and to learn more about healthy habits.

KNOW THE SIGNS OF SUICIDE

From California State PTA

According to 2014 data, suicide is the second leading cause of death among U.S. teens. People who are suicidal often do or say things that are signals they may be thinking about committing suicide.

The National Alliance on Mental Illness (NAMI) shares common warning signs to watch for:

- Threats or comments about killing themselves. This may begin with seemingly harmless comments like, “I wish I wasn’t here”
- Increased alcohol or drug use
- Aggressive behavior
- Social withdrawal from friends, family and community
- Dramatic mood swings
- Talking, writing, or thinking about death
- Impulsive or reckless behavior
- Putting their affairs in order or giving away possessions
- Saying goodbye to friends and family
- Mood shifts from despair to calm
- Planning, possibly by looking around, to buy, steal or borrow the tools needed to commit suicide, such as a firearm or prescription medication.



Knowing what to look for is the first step in helping someone who may be considering suicide. If you sense that something is wrong, trust your instincts.

CALIFORNIA BUDGET

From EdSource

In California budget deal, no cuts for K-12 but billions in late payments to schools

Layoff protections for teachers and some, but not all, school employees



Gov. Gavin Newsom and legislative leaders announced June 22, 2020 an agreement was reached on the 2020-21 budget that will preserve spending for K-12 schools and community colleges at current levels but potentially could result in funding cuts of nearly \$1 billion combined for the University of California and California State University.

The budget will also provide language that will prevent the layoffs of teachers and many other school employees over the next year — actions that unions representing teachers and other employees, known as classified workers, had strongly lobbied for. These protected employees will include bus drivers, custodians and nutrition workers but not classroom aides.

<https://edsource.org/2020/newsom-reaches-agreement-with-california-legislature-on-state-budget/634266>

CALIFORNIA STATE PTA RESPONDS TO THE STATE BUDGET

From Celia Jaffee, California State PTA President

The good news: California school funding is about the same as last year.

The bad news: California school funding is about the same as last year.

We are pleased, in this extraordinarily challenging budget climate, that California continues to invest in children and families. However...schools still need more funding.

A big thank you to the Legislature and the Governor for adopting an education budget without severe cuts. We support and deeply appreciate the important investments in equity programs to mitigate learning loss, after-school programs, community schools, special education and the arts.

Extra costs but no extra money

Even before the pandemic, our public schools struggled to make ends meet. They now have extra costs caused by the pandemic but no extra money to pay for them. We anticipate the budget situation next year will be even more difficult.

The state is deferring payments of billions of dollars to schools and the budget is precariously balanced on the hope that the federal government will come to the rescue.

We urge the Governor and legislators to investigate additional sources of revenue. This includes specifically suspending or eliminating tax breaks that may not be meeting California's current needs. Tax breaks reduce funding for education and other programs that support children and families. Developing long-term funding solutions should be at the top of the agenda when the legislature returns from its summer recess.

ACTION ALERTS RESULT IN OVER 10,000 LETTERS TO FEDERAL LEGISLATORS:

Last month, California State PTA members sent over 10,000 letters to our Senators Feinstein and Harris as well as our California Congressmembers, asking them to include \$200 billion for schools in the next COVID-19 relief package. These letters were gathered together and sent to both Speaker of the House Pelosi and Senate Majority Leader McConnell. With over 3,000 new participants, this campaign had the highest number of PTA members taking action than any of our previous efforts!



Our advocacy work was aided last week by a powerful letter from lawmakers regarding the need for significant federal support for public schools during this crisis. The letter from more than 100 congressional leaders was sent to the leaders of the House and Senate. It implores Congress to set aside a \$305 billion stabilization fund for K-12 education in the next Coronavirus relief package. The lawmakers, who included many of our California Representatives, noted that “Without significant federal support, our states will struggle to support their public schools, and our students will feel the brunt of the result.”

Though a fourth COVID-19 relief package passed in the House two weeks ago, it falls woefully short of the money necessary to effectively support our schools. The \$3 trillion relief package includes:

- \$90 Billion to the State Fiscal Stabilization Fund through the Department of Education of which 65% has to go to school districts
- \$3 billion for school meals
- \$1.5 billion for K-12 student connectivity through the E-rate program
- \$4 billion for broadband access
- \$10 billion for the Supplemental Nutrition Assistance Program
- \$10 billion for the Emergency Injury Disaster Loan Program
- Eliminates a 1% set-aside for “microgrants” proposed by the Secretary of Education

The relief package is now in the hands of the Senate. Senate leaders and the President have indicated that the HEROES package will not pass or be signed into law as presented. This means that your voice is still needed to speak up on behalf of California's school children.

Continued on Next Page

WHAT'S HAPPENING IN THE CALIFORNIA LEGISLATURE?

This year over 2,300 bills were written by California Legislators. That number is about average for a typical legislative session. What isn't typical is how many of those bills were given a hearing. In a "normal" year, most of the bills written are heard in a committee.

Committees typically meet once a week between March and July. Due to the coronavirus and the two-month shut down of the Capitol, most committees only met once and the majority of bills did not receive a hearing.

The Senate Education Committee usually hears around 75 bills and this year considered only five. The Assembly Education Committee typically hears over 100 bills and this year only heard 14.



The official wording is - this bill was "rescinded due to the shortened 2020 legislative calendar." How was it decided which bills would be given a hearing and which would not?

Many legislators, recognizing the problems facing the state, pulled their bills. Others were told by the committee chairs that their bills weren't critical for this year and would not be given a hearing. The Assembly Committee on Higher Education set out a list of criteria to rank bills worthy of hearing. The list included questions such as asking if the bill addresses a time-sensitive problem related to COVID-19. Bills that required state spending were often the first to go due to the dire state of the CA budget. Bills that were not deemed "vital" or "essential" were not given hearings.

Because this is the second year of the two-year legislative session, any bills that were not given a hearing will die. Legislators are permitted to rewrite a bill and introduce it again next year.

In a normal year, the Governor would sign hundreds of bills by the September 30th deadline. This year will be vastly different. Even the state budget is being considered and negotiated in a shortened time frame by the legislature which by state law must pass a budget by June 15th. Stay tuned for more updates as this unusual year unfolds!

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SCHOOLS NEED MORE MONEY, NOT LESS!

The legislature and the Governor are negotiating details of the budget which must be passed by the state legislature by June 15. They are taking significantly different approaches to mitigate the loss of education funding.

- The Governor proposes budget cuts that would take effect immediately and would be rescinded if federal relief money is provided.
- The Legislature's proposal does not make cuts but provides for large deferrals if the federal government does not provide additional funding for schools in the fall. Deferrals are late payments by the state to school districts.



We support the Legislature's approach to avoid immediate cuts and delay any deferrals until later in the year, when the state will have a better understanding of state and federal revenues.

We appreciate the efforts of the legislature and the governor to reduce the damage to schools. However, schools need more money, not less.

Preparing each classroom, library, gym, lunchroom, and school bus for the safe return of students, teachers, and staff will require significant resources and planning.

Without adequate funding, this will not be feasible. There will not be enough money for required additional staff and associated increased costs to keep our children and staff safe.

The state cannot rely solely on the federal government to provide additional funding. We are asking the Legislature and Governor to consider additional revenue options even after the June 15th budget deadline.

Take Action: Contact the legislature and the Governor and tell them that schools need more money, not less.

<https://www.votervoice.net/CAPTA/campaigns/74813/respond>

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CONTACT YOUR STATE SENATOR NOW – HELP PROHIBIT THE SALE OF FLAVORED TOBACCO PRODUCTS!

SB 793 (Hill) needs your support to clear its next legislative hurdle! The Senate may vote Wednesday on this important bill, which if passed, would prohibit the sale of flavored tobacco products in California.

California State PTA just adopted a resolution, ***E-Cigarettes/Vaping, Flavored Tobacco Products and Youth Health***, which seeks legislation “prohibiting the sale, marketing, and distribution of flavored tobacco products and e-cigarettes, including components, accessories, and tobacco product flavor enhancers.”

Over 5.3 million kids in the U.S. now use e-cigarettes – 27.5% of high school students used e-cigarettes in 2019 compared to 11.3% in 2016. Flavors are driving the demand for use – 97% of youth e-cigarette users report using a flavored product, and 70% cite flavors as the reason for their use.

There is no evidence that flavors play a role in helping adult smokers quit smoking, and no e-cigarette product is FDA-approved as a cessation device. While over 1 in 4 high school students use e-cigarettes, there has been minimal uptake among adults – in 2018, 3.2% of adults used e-cigarettes, compared to 2.8% in 2017 and 3.2% in 2016.

According to California Department of Public Health (CDPH), lung damage can happen very suddenly to people who vape, including people who have not been vaping for a long time, and young, healthy people who do not have lung disease or other health problems. This is different from most other health issues caused by vaping and smoking, which happen over a long time and can be worse in people who have other medical conditions. Additionally, most patients do not have a recent history of smoking regular cigarettes, suggesting these lung issues are exclusively related to vaping. Many types of vape products may be causing the lung damage from vaping.



Now it is time to show the power of PTA.

Please go to <https://www.votervoice.net/CAPTA/campaigns/75364/respond> to send a message directly to your State Senator today telling them that you support a ban on the sale of flavored tobacco products. Ask them to vote "yes" on AB 793 (Hill)!



RESOURCE LIBRARY - FEATURED RESOURCES

From California State PTA

<https://capta.org/resource-library/>

NASA STEM Engagement delivers tools to increase kids involvement in NASA projects and boost NASA's contribution to education. This site also includes fun and exciting at-home activities.



Best STEM Books for Kids

National Science Teaching Association

See teachers' recommendations for books with STEM themes that kids of all ages will enjoy

Parents As Learning Partners

Digital Youth Divas

What roles do you play in your child's STEM learning? In this activity, mark the roles you play frequently with a sticker or a check.



Lessons Learned from the NGSS

Early Implementer Districts

Achieve

Read the reflections of eight districts and two charter management organizations as they worked to implement NGSS.



STEM-Works SMU

A resource for everyone passionate about getting children eager to learn about STEM.



STEM Education in

California

California Department of Education

Learn more about California's commitment to science, technology, engineering, and mathematics education.



Visit the California State PTA Resource Library for documents, websites, and videos on topics of special interest to you.



THIRTY-FIRST DISTRICT PTSA

Valley Views

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