



THIRTY-FIRST DISTRICT PTSA

*Valley Views*

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## 2021-2023 VISION FOR 31<sup>ST</sup> DISTRICT

“Working together to develop PTA and community leaders that exemplify the PTA's mission to make every child's potential a reality by engaging and empowering families and communities to advocate for all children.”

## FROM THE PRESIDENT

*Submitted by: Mireira Moran, President*

¡Buenas tardes a todos!

¡Muchas gracias a todos por estar aquí con nuestra primera reunión de asociación en persona en 2 años! ¡Estoy tan contenta de verlos a todos aquí hoy!

En primer lugar, quiero darles las gracias a todos ustedes por su liderazgo y dedicación a la PTA. No importa cuál sea su título, ser parte de la PTA puede ser muy estresante, pero también puede ser un trabajo muy divertido y significativo.



Hay muchos grupos de padres, pero solo hay una PTA; conectando familias, escuelas y comunidades durante más de 120 años. La PTA es la asociación de defensa de los niños más grande del país y la organización que define la participación familiar.

La PTA es una poderosa red de casi 5 millones de miembros dedicados a hacer una diferencia en la educación, la salud y la seguridad de todos los niños.

Hoy en día, el papel de la PTA es más importante que nunca para conectar a los padres, maestros y administradores, y apoyar las necesidades críticas de la escuela. Queremos que todas las familias de nuestras escuelas se unan a la PTA, porque podemos hacer más juntos que separados.

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Thank you all so much for being here with for our first in-person association meeting in 2 years! I am so excited to see all of you here today!

First of all I want to say thank you, to all of you for your leadership, commitment, and dedication to PTA. No matter what your position, being a PTA officer can be a lot of stress, but it can also be a lot of fun and meaningful work.

There are many parent groups, but there is only one PTA, connecting families, schools, and communities for over 120 years. PTA is the largest children's advocacy association in the country and the defining organization for family engagement.

PTA is a powerful network of nearly 5 million members dedicated to making a difference in the education, health, and safety of all children.

Today, PTA's role is more important than ever in connecting parents, teachers, and administrators, and supporting critical school needs. We want every family in our schools to join PTA, because we can do more together than apart.

With that, I want to welcome all of you once again and introduce you to some of the people in the PTA family that are here to support and guide you in achieving your PTA mission.

# FROM THE COUNCILS

*Submitted by Carla Niño, Valley Views Editor*



October 18, 2021, 31<sup>st</sup> District PTSA celebrated held its Membership Soirée and Meeting with food service and vendor fair at the North Valley Regional Chamber of Commerce on the Rancho Cordilera del Norte Property in Northridge. Current Covid-19 precautions were in place. The event was held outdoors to ensure space was limited to support social distancing.



The Membership and Organization department, under the leadership of Kimberly Amado worked very hard to put together our Membership Soirée. The Membership Soirée was the first of its kind for 31<sup>st</sup> District, an outdoor vendor fair with food and a business meeting. We know how hard it has been to plan and hold events during Covid. We hope you can partner with some of the over 20 fabulous sponsors and vendors who were at the event. They can help each of you get back on the road to membership growth. A special thanks to Kelly Mattinson, Dinner Chair, and her excellent committee for making the evening such a success.



Council greetings were brought by Cyndi Krattiger, Northwest Valley Council President and Council Roundtable Chair: "Hello from the Northwest Valley Council. My name is Cyndi Krattiger and I am the NWVC President. I am so happy to see so many of you here in person after nearly 2 years. The NWVC council represents 22 units all doing amazing things. We have three units with over 500 members. They are Porter Valley, Beckford Charter and Granada Hills TK-8. We welcome all of you tonight to the Membership Soirée!"

Alice Orchanian, Los Amigos Council President also brought greetings!



# MEMBERSHIP SOIRÉE

Submitted by Carla Niño, Valley Views Editor



**Benjamin Schulz gave an Inspirational Message** to open the District Meeting: Good evening parents, fellow teachers, and members of our community. I was called on by my sister Kelly to give a bit of inspiration to kickstart this evening.



My name is Ben Schulz but my students and colleagues know me as Mr. Ben. This is my 5th year as a Special Education teacher. After my first 2 years as a District Intern at Northridge Middle School under Principal Ramos, I transferred to Lokrantz SEC where I initially began my career in Special Education as a paraprofessional some 15 years ago.

Students in my class have multiple disabilities with orthopedic impairments and they are my motivation for doing my best each day. A big shift in societal rhetoric regarding individuals with special needs:

- Ignorance has been replaced with awareness
- Tolerance with understanding
- Acceptance with appreciation

Let's be real, words with no action are just words. It's NEVER too late to do better than yesterday! We must all remember the past is the past. We can learn from it, but not change it. We need to live in the moment while planning for the future, but really living in the moment! Harness those windows of opportunity for our youngest learners and make education an experience and not a list of standards or have-tos. Not to be too cheeseball, but like Whitney Houston once said, "I believe the children are our future, teach them well, and let them lead the way."

City Councilmember John Lee, representing 12<sup>th</sup> District brought greetings.

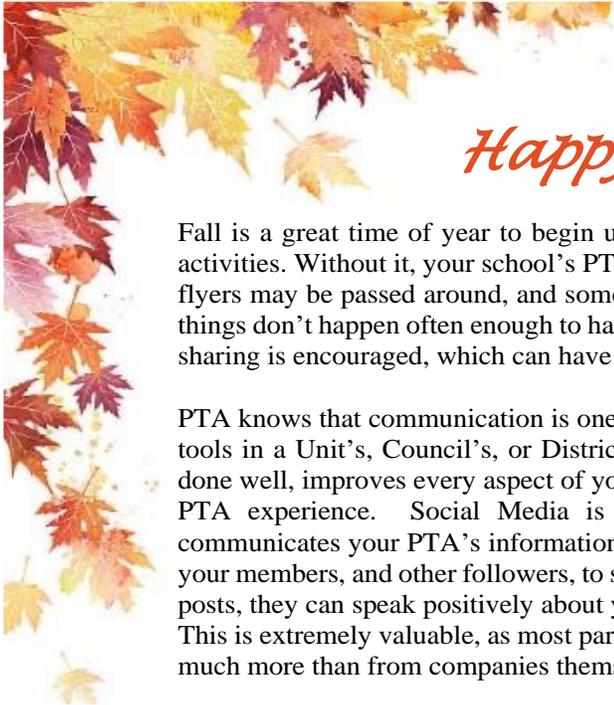


3<sup>rd</sup> District Schoolboard Member, Scott Schmerelson, encouraged the PTA units and councils to share their news with his office so he could post to his website.

Brad Waller, California State PTA Parliamentarian and 31<sup>st</sup> District Leadership Mentor brought greetings.



Mireira Moran, President 31<sup>st</sup> District PTSA and City Councilmember Monica Rodriguez, CD7. Since she lives and works in City Council District 7, Mireira has a strong relationship with Monica Rodriguez.



## Happy Fall Y'all!

Fall is a great time of year to begin using Social Media to help share information about your PTA activities. Without it, your school's PTA is solely responsible for spreading its message by itself. Your flyers may be passed around, and someone might occasionally forward an email newsletter, but these things don't happen often enough to have an impact on your campaigns. With Social Media marketing, sharing is encouraged, which can have a huge impact on your success.

PTA knows that communication is one of the most important tools in a Unit's, Council's, or District's toolbox, and when done well, improves every aspect of your and your members' PTA experience. Social Media is important because it communicates your PTA's information and makes it easy for your members, and other followers, to share your events and information. Even if they don't share your posts, they can speak positively about you and direct traffic to your Social Media accounts or website. This is extremely valuable, as most participants tend to trust recommendations from friends and family much more than from companies themselves.



If you don't already have your own website, you may want to start one now and also consider using Facebook, Instagram, Twitter, Linked-In and TikTok to your Social Media campaign. I'd strongly encourage it to help share your PTA's information and increase awareness and participation.

CAPTA offers guidelines & policies to follow when setting up your Social Media. Namely, that PTA posts must be respectful, truthful, discreet and responsible and Noncommercial, Nonsectarian, and Nonpartisan. CAPTA further suggests that in administering PTA Social Media, or Flyers for that matter, that has two Administrators: The President and either the event chair or Communications Chair: the President is responsible for approving material. Posts should be PTA related and approved. Highlighting special events, programs, grants, PTA and school deadlines, allied agency information and other information of interest to PTA members.

For additional information on PTA Social Media, check: <http://toolkit.capta.org/running-your-pta/communications/social-media-guidelines-for-ptas-in-california/>

- Be Relevant**  
Stay on Topic.
- Be Respectful**  
Keep things civil. Avoid abusive or offensive language, threats, hate speech, libels and calls for violence. And don't make jokes about the misfortune of others.
- Be Honest**  
Use your real name. Don't post commercial messages. Don't publish copyrighted material that belongs to someone else.
- Be Discreet**  
Don't publish telephone numbers, addresses or other personal information about yourself or others.
- Be Responsible**  
Think about what you write before posting. Users are solely responsible for what they post.

*CAPTA suggests following guidelines when commenting on Social Media: Be relevant Be respectful Be honest Be discreet Be responsible*

# SOCIAL MEDIA: GROW MEMBERSHIP WITH INCLUSION

From California State PTA



This month's Social Media Kit is intended to supplement your existing membership program materials, celebrate Global Diversity Month in October and help you reach and engage with new audiences. We want to help and support you in spreading the word: *"This is your kind of PTA"*.

1. Our PTA is Your KIND of PTA. Membership doesn't mean volunteering. Become a member to support your child's education and your school.
2. We want you to join PTA! Help us build a community that is inclusive and supportive of every student at your school.
3. Diversity, equity, and inclusion cannot be the stand-alone work of one committee. It is the work of every PTA member to support families and children in their community.



4. PTAs are strongest when their leaders and members reflect the diversity of their own communities. Join us and help make your school as inclusive as possible.

5. Well-informed, engaged parents make a difference for student success in school and beyond!



<https://drive.google.com/drive/folders/152tHj9GJ19rdCzSbEkjD3gk0xM8DBjy?usp=sharing>



# MEMBERSHIP AND ORGANIZATION

Submitted by Kimberly Amado, Vice President Membership and Organization

## Membership

The California State PTA **Membership Drive Road Map** is underway. You still have time to achieve the remaining seven levels. **Ready, Set, Remit is the next step on the map.** Remit a minimum of 30 members through channels to State by October 30.

The first challenge was theme and goal. You simply had to tell State PTA your membership theme and a goal with any increase over last year. Look for Beckford Elementary PTA and Walter Reed Middle School PTSA to be recognized on State PTA social media.

Challenge number two was 100 in 100. PTA units that forwarded a minimum of 100 members through channels on or before the 100<sup>th</sup> day of the PTA term, which was October 9, received a certificate from State and will receive a ribbon at convention. Congratulations to the following units in 31<sup>st</sup> District!

- Los Amigos Council - San Jose, Knollwood, Vintage
- Los Robles Council - Emelita, Lake Balboa, Academy for Enriched Sciences
- Northwest Valley Council - Andasol, Beckford, Cleveland HS, Darby, Germain, Granada Hills Charter HS, Granada Hills Charter TK-8, Nobel, Patrick Henry, Porter Ranch Community, Topeka
- Valley Gateway Council - Carpenter, Chandler, Dixie Canyon, Rio Vista, Toluca Lake, Walter Reed
- Valley Hills Council – Apperson
- Valley West Council - Justice, Team Pomelo

## Awards

The award applications are out for the 2021-2022 term. Be on the lookout at your next council meeting for the district award application. They should be on the district website soon.

## Fundraising

In addition to putting together a great vendor fair for our Membership Soiree, the fundraising committee is also planning a Bunco Nite for December 6. Bunco is a very easy game to learn and a lot of fun. The \$10 fee goes to support our Music Scholarship Program. We hope you will come play Bunco with us!

## Reflections

Reflections will be via electronic submission as it was last year. The district turn in date is December 3.

## Darlene Panfill Music Scholarship Program

Our Music Scholarship Program will be back live this year for both auditions and the concert. This program awards secondary students with assistance towards music lessons. We need your support! Please ask your association to donate to our program.

## RESET Your Family Schedule This School Year

We know that the pandemic has been a challenging time for many kids with limited outdoor play options, isolation from friends and virtual learning. However, there are many things that have worked for families—things you'll want to continue as we go back to in-person schooling and schedules. It's time to reset your family schedule with things like easing up on the busyness and heavy load that the new school year can bring on a family's daily routine.



### 1. As much as you can, work yourself out of a job.

We can't help our kids be independent if we do everything for them. And if the onus is on the parent to do everything in the morning and evening routines, that puts the stress on you to get out the door in the morning or to bed at night.

### 2. Lay off the pressure to be perfect and cram in extracurricular activities.

No child didn't get into Harvard because they did a lousy project in third grade. So, if your child comes to you the night before their science project is due, your mantra should be, "Well, I already finished third grade, so I know you can do this. I'll help you get organized." Give your child the skills to think forward but relax about the pressure to be perfect.

### 3. Decide what is really important for our family.

If it's spending time together, then take a hard look in the mirror and consider your work/life balance. Carve out an hour or two during the week and on weekends and really think about how you want to spend your time and money together.

### 4. In this first semester back, give grace.

Teachers are going to be doing the very best they can. Parents are going to be doing the very best they can. Kids are going to be happy they are with their friends, but probably a little socially awkward and really tired because all day learning can be exhausting.

<https://ptaourchildren.org/reset-your-family-schedule/>

*continued on next page*



## How to Reduce Your Family's COVID-19 Risk this School Year

As the Delta variant continues its rampage across the U.S. and other parts of the world, kids under 12 who can't yet receive a COVID-19 vaccine remain at high risk. As we embark on the third school year in a row affected by this pandemic, parents are collectively exhausted by the constantly shifting risk assessment that enters into everyday decision-making.

Delta is more than twice as contagious as previous variants, which is especially concerning as millions of children are back to in-person learning for the 2021-2022 school year. Although severe COVID-19 related illness is uncommon among children, the long-term impacts are still uncertain as the infection rate for children is on the rise. The vaccine for 5- to-11 year old children is almost approved to be administered.

Given what we know about the Delta variant (and the potential emergence of new variants), parents would be wise to brace themselves for a tough COVID, flu, RSV and cold season this winter. While everyone's individual sets of consideration will be different as their children attend school and participate in other activities, here are a few strategies for reducing your family and community's risk.

**Masking:** You should wear a mask, even if you do not feel sick. This is because several studies have found that people with COVID-19 who never develop symptoms (asymptomatic) and those who are not yet showing symptoms (pre-symptomatic) can still spread the virus to other people.

**Testing:** COVID-19 tests are available that can test for current infection or past infection.

- A viral test tells you if you have a current infection. Two types of viral tests can be used: nucleic acid amplification tests (NAATs) and antigen tests.
- An antibody test (also known as a serology test) might tell you if you had a past infection. Antibody tests should not be used to diagnose a current infection.

**Improving Ventilation:** Improving ventilation is an important COVID-19 prevention strategy that can reduce the number of virus particles in the air. Along with other preventive strategies, including wearing a well-fitting, multi-layered mask and bringing fresh outdoor air into a building, help keep virus particles from concentrating inside.

<https://ptaourchildren.org/reset-your-family-schedule/>

## For Success, Let Kids Rest

Going back to school wasn't supposed to be this way. While the past year and a half has shown how much is out of our hands, student sleep is one variable that is in our control — and it's a straightforward way to help our state's teens.



Masks may be a holdover from 2020, but the later secondary-school start times many districts have put in place represent a jump-start on California's new healthy school start times law, which goes into effect July 1, 2022. That law — the first of its kind in the country — represents a major milestone in curbing rampant teen sleep deprivation and boosting teen health and well-being. It sets 8 a.m. as the earliest start time for the state's public middle schools and 8:30 a.m. for high schools (including charter schools), with exemptions allowed for rural districts.

Pre-pandemic, only 22% of high schoolers were getting at least eight hours of sleep, and many were getting far less than that, dragging down their health and well-being, academic performance and more. Chronic lack of sleep can make teens moodier and harder to live with. But the consequences are more far-reaching than that. Sleepy teens are more likely to be absent or tardy, they're less likely to graduate, and they perform worse on tests than their well-rested counterparts. They're more likely to be involved in drowsy driving crashes. And teen athletes who don't get enough sleep are more likely to get injured.

There are serious mental-health implications too. Teens' lack of sleep is linked to increased suicides and higher rates of depression and anxiety.

<https://mail.google.com/mail/u/0/#inbox/FMfcgzGkZtCICGHLXQktJRXWPCjVNWQc>

### MENTAL HEALTH

Mental health is essential to our overall wellness. These are challenging times, and our mental well-being can be fragile. Recognizing that something is going on, is a good sign. Reach out to a counselor, your doctor, a friend, family member or a colleague and talk with them about how you are really feeling (and vice versa: checking in to see how a friend is doing and just listening may be just what they need).

To get help, call the National Suicide Prevention Lifeline at 1-800-273-TALK (8255). There is also a crisis text line. For crisis support in Spanish, call 1-888-628-9454.

<https://suicidepreventionlifeline.org/>



# DIVERSITY, EQUITY, AND INCLUSION (DEI)

*From California State PTA*

**Diversity** is representation of, and respect for, people from different backgrounds and identities—including but not limited to race, culture, religion, socio-economic status, age, geographic area, sexual orientation and gender identification, language, learning style and physical appearance.

***To embody and live this value, PTAs must:***

- Actively recruit and elect a team of leaders who represent the school community you serve.
- Support units from less represented or resourced areas, backgrounds, and perspectives.

**Equity** provides fairness in resources, opportunities, and outcomes so that all communities get what they need to be engaged and successful. It moves beyond “equal” to:

1. Recognize and address bias and privilege.
2. Understand and attend to specific individual and community needs, providing additional resources to those with greater needs.

***To embody and live this value, PTAs must:***

- Prioritize and advocate for innovative, sustainable solutions that work for a diverse range of children and families, especially those underrepresented and/or marginalized in our communities.
- Persist in the face of challenges and hold ourselves and our partners—including educators and policymakers—accountable.

**Inclusion** is actions, behaviors and social norms that ensure all people feel they are safe, welcomed and that they belong. This means putting diversity into action with skill and intentionality to ensure everyone feels respected, supported, and valued—and can fully participate with equal voice and right to be heard. This includes actively seeking out voices that have been traditionally underrepresented and/or marginalized. That means tending to power dynamics where they occur and setting up a level playing field for all to engage in our work.

***To embody and live this value, PTAs must:***

- Engage a diverse range of voices and lived experiences from members and prospective members— and seek to meet individuals and communities where they are—especially those currently or traditionally underrepresented and/or marginalized in our association.
- Solicit stakeholder input, incorporate it in visible and meaningful ways, and share credit.
- Account for cultural, status and power dynamics in our many relationships.

**How to Welcome Diverse Perspectives into your PTA:** [https://www.pta.org/docs/default-source/default-document-library/diversity-outreach-2-pager\\_v3.pdf](https://www.pta.org/docs/default-source/default-document-library/diversity-outreach-2-pager_v3.pdf)

**Cómo Acoger Perspectivas Diversas en su PTA:** [https://www.pta.org/docs/default-source/default-document-library/diversity-outreach-2-pager\\_es7a9546f1aa3e63899f67ff00009b2bd9.pdf](https://www.pta.org/docs/default-source/default-document-library/diversity-outreach-2-pager_es7a9546f1aa3e63899f67ff00009b2bd9.pdf)



## How California teachers are welcoming back English learners — with language and community

As students return to in-person classes, some California teachers are focused on giving English learners lots of time to talk and write about their feelings.

In order to learn to speak, read and write fluently in English, English language students need many opportunities to practice interacting with their peers in the language. A lot of English learners didn't get enough of that practice during distance learning.

During the pandemic many school districts lacked adequate plans to support English learners, according to a report by Californians Together, a nonprofit focused on educational equity for students who are learning English as a second language.

Building trust from the very first day helps the students break fear or embarrassment they might have about speaking aloud in English, especially after a year and a half of learning from home. It also helps students feel comfortable at school.

To achieve the greatest success, there is a strong focus on social-emotional learning, helping students share how they've been feeling during the pandemic. When teachers do activities like circle-time or community meeting, it's important for English learners to have visual cues and words that they can use to start their own sentences, in addition to time in small groups to practice expressing themselves out loud, so they feel more comfortable participating in the larger group.

Many teachers say the pandemic taught them the importance of reaching out more often and more meaningfully to families. Allowing students to use their home language in the classroom can help them learn English

<https://mail.google.com/mail/u/0/#inbox/FMfcgzGkbDRNgNwvMRRSGztBtcsQKhXr>  
<https://www.californianstogether.org/>



## School Reopening Resources on CAPTA.ORG

Parents, if we have learned nothing else through the months of the COVID-19 pandemic, it's that life is often less than predictable. The things we hope for or expect may not be what we have to deal with. Keeping our kids happy and thriving can be a challenge in that reality.

With the start of in-person school, you probably have concerns and questions about safety and logistics. California State PTA's

COVID-19 pages for Parents, Families and Educators have recently been updated with a number of new links and resources to help you navigate school reopening, including:

- **CDPH:** The California Department of Public Health (CDPH) website offers up-to-the-minute information, guidance, and recommendations for the safe reopening of K-12 schools, including vaccine and quarantine recommendations, masking, social distancing, testing, and more.
- **CSSA:** California's Safe Schools for All website consolidates key resources and information related to COVID-19 and schools from various reputable sources. New resources are added to on a routine basis.

<https://capta.org/news-publications/covid-19/covid-19-resources-for-parents-and-families/>

<https://www.cdph.ca.gov/>

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Safe-Schools-for-All-Plan-Summary.aspx>

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## Social and Emotional Well-Being

Here are a few things to keep in mind as this time of uncertainty and social distancing continues:

- Children take their cues from the adults around them, so it is important to remain calm and talk to them about what is going on in an age-appropriate way. Children become anxious when the adults around them are anxious.
- Experts say children feel better when they have some control over what is going on. By letting them choose what they eat, wear, read and watch on TV, you are helping to keep them calm and confident.
- Spend some time outside running, walking or bike riding to get fresh air and burn off excess energy. Throughout the pandemic health experts have shared that being outside, including gathering with others outside, is a safe and healthy option.

<https://www.childtrends.org/publications/resources-for-supporting-childrens-emotional-well-being-during-the-covid-19-pandemic>

<https://secure.qgiv.com/event/inthistogether/>



## **Congratulations! You have made it this far.**

Leadership is all about knowing your job and knowing where to get more information. Please use these valuable resources:

- <http://31stdistpts.org> is a wealth of information about your local area.
- [CAPTA.org](http://CAPTA.org) is one stop shopping. Toss “Toolkit” into the search bar and download the “Everything You Ever Needed To Know About PTA and How To Do Your Job” also known as the Toolkit.

Online training is now over, but don't worry if you missed a class or need to refresh your memory - you can go to the <http://31stdistpts.org> website and review each recorded class.

Please attend your monthly Council Meetings. No one can know it all or learn it all in one class. Your monthly Council Meetings are your ability to network with other PTA's and get step by step instructions on what to do each month. Not to mention get the latest updates on LAUSD policies and procedures regarding RFA's. Remember PTA is all about empowering, educating, and informing your Associations so they can best advocate for themselves and their children. Participation and engagement are the words of the month.

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## **Ten mistakes leaders often make**

Adapted from *Leadership for Dummies*, Marshall Loeb, 1999

### **1. FAILING TO LEARN FROM MISTAKES**

Admit mistakes; don't fall into the “I can't disappoint the people who trusted me” syndrome. Take responsibility and don't blame others, or justify and make excuses.

### **2. FAILING TO BE FLEXIBLE**

A good leader has to be flexible. Situations change; anything can change. A leader will be ineffective if they can't modify plans and adapt projects when needed.

### **3. FAILING TO ACKNOWLEDGE THE PAST**

While it's not good to be stuck in “we've always done it that way” mode, the past does point the way to the future and there were reasons for those methods. Don't erase it or discount it just because it's the past.

### **4. COMMANDING INSTEAD OF LEADING**

People will count on you for guidance, but also for motivation and recognition. You can't push people to believe in, and work toward goals; guiding, leading and inspiring people will get them to participate in the work.

### **5. FAILING TO LISTEN**

Never estimate the importance of listening to all the voices, not just the ones that agree with you.

### **6. THINKING OF HIS/HER OWN NEEDS FIRST**

Leadership is not a mantle of privilege. Learn modesty. You can accomplish more if you don't care to get the credit.

### **7. THINKING LEADERSHIP IS FOREVER**

When your term is over, know how to exit gracefully.

### **8. FAILING TO TEACH**

Groups succeed because their combined knowledge and skill sets can be more effective than as individuals. Learning, teaching and mentoring is an integral part of what PTA does.

### **9. FAILING TO HAVE A SENSE OF HUMOR**

Leadership is stewardship. You assume a set of responsibilities but your name is not carved in stone. If you can't laugh

### **10. SEEING THINGS ONLY IN BLACK AND WHITE**

The world exists in a myriad of colors and subtle shades. The leaders who can see the different shades and solve problems without causing confrontation, is the leader who ultimately succeeds.



<http://downloads.capta.org/lea/LeadershipMistakes.pdf>

## Reviewing/Amending Your Bylaws

Your Bylaws are like the Constitution of your PTA Unit.

- They set forth some of the rules and procedures that you must follow.
- They provide you with the answers to many important questions, such as “how much are our membership dues,” and “which Officers are we supposed to have”?



Because they are so important, you are supposed to review them every year to consider whether any changes should be made. And you are required to revise them every 3 or 5 years (depending on when you last revised them).

If your Unit wants to amend its Bylaws (or if it must do so because the maximum number of years has elapsed), the process is not difficult – but it does take months to complete. *So now is an excellent time to get started!*

Here is an overview of the process. It is important to know that your new Bylaws are NOT effective until you COMPLETE the ENTIRE process. So, for instance, if you change the amount of your membership dues in your proposed amended Bylaws, you may NOT implement the new amount until AFTER you have completed the ENTIRE process.

1. First, your President should appoint a Bylaws Review Committee, chaired by your

Parliamentarian. That committee does not need to meet in person – you can work via email, Zoom, or however you like. Decide upon the changes that should be made, by answering the questions in the e-Bylaws Worksheet that can be downloaded at: <http://downloads.capta.org/e-bylaws/Worksheet.pdf>

2. Then prepare your proposed amended Bylaws. The easiest way to do that is using e-Bylaws, the online system run by the CA State PTA. You can request a username and password, and download instructions, at <https://capta.org/pta-leaders/services/ebylaws/> The e-Bylaws system is very user-friendly. It will ask you a series of questions, based on the Worksheet, and once you answer them all, you can print out your proposed amended Bylaws. Then prepare the Bylaws Submittal Form, listing all of the changes from your current Bylaws to your proposed amended Bylaws. The Submittal form can be found in the Forms section of the Toolkit <http://toolkit.capta.org/> at page F037.

*continued on next page*

California State  
**PTA**  
Member Since: \_\_\_\_\_  
2327 L Street, Sacramento, CA 95816-5014 • (916) 440-1985 • FAX (916) 440-1986 • 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: \_\_\_\_\_  
 Months: \_\_\_\_\_  
 Annual Meeting Month: \_\_\_\_\_ Quorum (the greater of 11 or # of officers + 4): \_\_\_\_\_  
 Special Meetings called at written request of \_\_\_\_\_ (number) of board members.

3. Then your Board votes to approve the proposed amended Bylaws at a Board meeting.

4. After Board approval, email your proposed amended Bylaws and the Submittal Form to your Council Parliamentarian (if you have one), or to me (the 31st District Parliamentarian – ira@fosterparents.com). If you have a Council Parliamentarian, they will then submit the proposed documents to me. I will then submit it to the State Parliamentarian. Once they approve it, they will send it back to me, signed. I will send it to your Council Parliamentarian (if you have one) or directly back to you (if you don't).

5. Once you receive your proposed amended Bylaws back signed by the State Parliamentarian, you must then give at least 30 days-notice to your Association that the proposed amended Bylaws will be voted on at your next Association meeting (that is at least 30 days away). Approval of the amended Bylaws by the Association requires a 2/3 vote of the Association.

6. Once approved by the Association, the President and Secretary will sign the Bylaws, and ONLY THEN do the new Bylaws become effective. Congratulations! You must also scan the signature page and send it back up the line, to your Council Parliamentarian (if you have one) or directly to me. I will upload it to MyPTEZ and notify State PTA, so they know that you have completed the process. Then you won't have to do it again for five years, although you can do it sooner if you like.

If you have any questions, please do not hesitate to ask!



2327 L Street, Sacramento, CA 95816-5014 • (916) 440-1985 • FAX (916) 440-1986 • Email info@capta.org • www.capta.org

**Board Meetings:** (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.



With more and more school districts struggling with their finances, California State PTA supports efforts to increase needed funding for our schools. Below is legislation PTA supports as well as a funding initiative that has qualified for the 2020 ballot.

### **Reduce Parcel Tax Vote to 55 Percent**

**SCA 5 (Hill):** A proposed Constitutional amendment that allows a school or community college district to impose, extend or increase a parcel tax by 55% voter approval. The present vote requirement is two-thirds. This would make it easier to raise local money for education.

### **Increase Corporate Taxes**

**SB 37 (Skinner):** This would set a new floor of 10.84% as the state income tax rate for the top 0.2% of companies that do business in California. It would also add progressive increases to the large corporate tax rate based on the disparity between the company's executive pay and its average worker pay. These would generate about \$5.5 billion annually.

### **Oil Industry Levy**

**SB 246 (Wieckowski):** This would bring California in line with every other major oil producing state by imposing an oil and gas severance tax. This would generate an estimated \$900 million annually.

### **Review of Tax Expenditures**

**SB 468 (Jackson):** This will establish the California Tax Expenditure Review Board as an independent body to comprehensively assess major tax expenditures and make recommendations to the legislature. Tax expenditures such as tax credits and deductions impact the General Fund as well as Proposition 98 funding for schools.

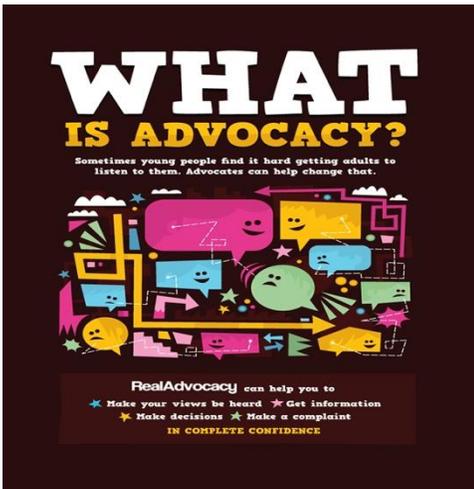
### **Proposition 13 Reform**

California State PTA supports the *Schools and Communities First Initiative* qualified for the 2020 state ballot. This will restore over \$11 billion every year in revenue for our schools and local communities by assessing commercial and industrial property at fair market value. About \$4 billion will go to schools annually.

### **Tax Conformity**

As a member of the Education Tax Coalition, PTA urges the legislature to closely examine the many tax changes passed by Congress and the Trump Administration in the Tax Cut and Jobs Act. We urge support of conformity regarding business and corporation taxes, which would result in the return of \$2 billion to the General Fund.

Learn more about California State PTA's advocacy efforts and how we take positions on legislation at [www.capta.org/advocacy](http://www.capta.org/advocacy).



## Why PTA Advocacy Matters

What is advocacy? According to the Oxford Dictionary, an advocate is "a person who pleads for another." When you walk into your child's classroom to meet with the teacher, attend "back-to-school" night... YOU are advocating for your child.

In 2015, the Individuals with Disabilities Education Act (IDEA) was up for reauthorization. IDEA is a federal law that requires schools to service the needs of students with disabilities. Schools must evaluate students suspected of having a disability (including learning disabilities: ADD, ADHD, Dyslexia, Dyscalculia, Dysgraphia, hearing impairment). IDEA protects the rights of children with disabilities to a free and appropriate public education (FAPE) and gives parents a voice in their child's education.

As a former Advocate and former Federal Legislative Chair (FLC) for California PTA, and the proud mother of a son with a learning disability who recently graduated from Embry-Riddle Aeronautical University located in Prescott, Ariz. my advocacy efforts on behalf of families with students with special needs began over two decades ago. Prior to my son's entrance into kindergarten, I realized that he was not receiving the proper services that were listed in his Individualized Education Program (IEP) at his pre-school. I directly advocated for improved services for my son by calling and writing letters to members of the school board, the district superintendent, and others. This is where being polite but persistent paid off. We were successful and, in the process, learned the value of planning and preparing for a successful IEP.

What is a successful IEP? It is one in which the needs of the child are truly looked at and discussed. It includes those services which best serve those needs. There may be some compromise by both the school district and the family, but at the end of the day, the child is given the tools they need to succeed both in the classroom and in life.

During the development of my son's IEP, I received a great piece of advice: Keep an organized notebook with dividers. We had a picture of our son on the front of the notebook, which is subtle, but helped to provide a "face" to a name. We had a section for all correspondence (who we talked to and when, copies of letters and emails all went into this section). This section is just as important as the sections that contain the actual IEP. If I had not kept note of who I spoke to and when, I don't know how successful we would have been at resolving our concerns.

Communication is essential; Don't be afraid to ask questions and don't be afraid to ask "why" or "why not"?

**SAVE THE DATE:**

**2022 CALIFORNIA STATE PTA LEGISLATION CONFERENCE  
IS JANUARY 24 & 25**

**BUDGET NOW!**

# LEARN ABOUT THE FIRST PEOPLE OF THE EAST VALLEY, THE FERNANDEÑO TATAVUAM BAND OF MISSION INDIANS

From Kelly Gonez, Board President, Los Angeles Unified School District



**NATIVE AMERICAN HERITAGE MONTH**

LEARN MORE ABOUT THE FIRST PEOPLE OF THE EAST VALLEY:

## FERNANDEÑO TATAVIAM BAND OF MISSION INDIANS

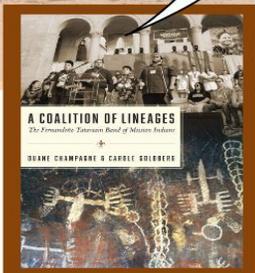
WITH



**Rudy Ortega, Jr**  
Tribal President

**Kelly Gonez**  
LA Unified Board President

ONE LUCKY WINNER WILL RECEIVE A FREE BOOK (MUST BE IN ATTENDANCE TO WIN)



**WEDNESDAY, NOVEMBER 10 AT 5PM**

Join us for an insightful look into the history of the first people of the East Valley.

REGISITER AT [BIT.LY/BD6WEBINAR](https://bit.ly/bd6webinar)



**MES DE LA HERENCIA NATIVA AMERICANA**

APRENDE MÁS SOBRE LA GENTE NATIVA DEL VALLE ESTE:

## FERNANDEÑO TATAVIAM BANDA DE INDIOS DE LA MISIÓN

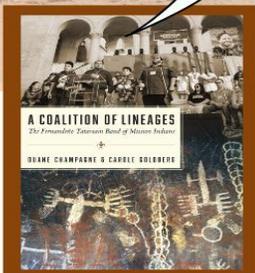
CON



**Rudy Ortega, Jr**  
Presidente Tribal

**Kelly Gonez**  
Presidenta de la Junta de LA Unified

UN GANADOR RECIBIRÁ UN LIBRO GRATIS. (DEBE ESTAR PRESENTE PARA GANAR)



**MIÉRCOLES 10 DE NOVIEMBRE A LAS 5PM**

Acompañanos para la profunda historia de las primeras personas del Valle Este.

REGÍSTRESE EN [BIT.LY/BD6WEBINAR](https://bit.ly/bd6webinar)



# THIRTY FIRST DISTRICT PTSA *Valley Views*

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**Valley Views Editor:**

Carla Niño

Tell us what social media you use!  
To help spread your information, 31<sup>st</sup> District  
will like and share your information to reach  
more people



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