



# Newsletter

15th District Office • 319 South 15th Street • Louisville, KY 40203 • (502) 485-3535

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November 2012

## President's Letter



We had the opportunity to meet many of you at our Back-to-School Conference on September 20. It is always inspiring to see how dedicated Parent Teacher Association (PTA)/Parent Teacher Student Association (PTSA) leaders are to making the children, families, teachers, and administrators at your schools feel important and valued. It is this connection between families and schools that we want to make better, stronger, and more viable. I am thankful for all PTA/PTSA Board members for stepping up at their schools in order to make a positive difference in the lives of our children.

During this month of giving thanks, please remember our Clothing Assistance Program (CAP). We are always in need of new and slightly used uniforms as well as gently used clothing for the entire family. We could also use monetary donations to purchase the new clothing that we give to each student who is referred to us. Please call us if you are interested in volunteering for CAP.

We recently added a new PTSA to the district. The Phoenix School of Discovery decided to start a PTSA, and their board has been elected. The parents, staff, and students are excited about this new opportunity, and the PTSA is well on its way to a successful first year.

Your child will be learning about the importance of voting and how elections work and will be thrilled to go with you when you cast your ballot on **November 6**. Go to **free.ed.gov** to learn more about how government works. This month is also a perfect time to help your child explore what life was like during the first Thanksgiving. Visit the Library of Congress Web site at **loc.gov/families**.

As we approach this holiday season, I urge you to think outside of your school to our larger community. We must work together to help all Jefferson County Public Schools (JCPS) students. Remember our theme:

“One community ... all families ... every child.”

*Cherie Dimar*

Cherie Dimar  
President



## Membership: More Than Just Money, It's an Opportunity!

Did you know that as a member of a PTA/PTSA, you belong to the **largest** and **oldest** child advocacy association in the country?

Membership is more than just money. It's a chance for parents and teachers to work together to build positive educational experiences for youth. PTA membership dues help fund awards, scholarships, and programs created to boost students' self-esteem. These scholarships aren't just for students; they are for the adults in the community who give back by reading to students or encouraging them. May you be reenergized by the work you do on behalf of the children in our community. Membership gives us the numbers we need to show that we are supported by staff and parents. Our efforts to create positive reinforcement through the Self Esteem Award or the Rising Star Award show that involvement is key.

Remember that our schools need everyone's support and that PTA/PTSA membership is what keeps us thriving. We need voices and support so that our fight for the rights of children can continue on. Help us keep the torch lit by asking our families, businesses, friends, neighbors, and community members to join our efforts. Continue working hard on your memberships.

Please send me stories of great membership campaigns you have had this fall, with pictures if possible, and we will publish them in our next newsletter.

I look forward to hearing from you soon.

Eddie Squires  
Membership Chairman

### PTA Vision

Making Every Child's Potential a Reality

### PTA Mission

PTA is:

- A powerful voice for all children.
- A relevant resource for families and communities.
- A strong advocate for the education and well-being of every child.

# Filing Your IRS 990 Tax Return

- All PTAs/PTSAs must file either Form 990, 990-EZ, or 990-N by no later than **November 15** of each year.
- 990N (e-Postcard): For units with three-year average gross receipts of \$50,000 or less
- 990EZ (including Schedules A and B): For units with gross receipts less than \$200,000 and total assets of less than \$500,000
- 990 (including Schedules A and B): For units with gross receipts of \$200,000 or more or total assets of \$500,000 or more

## How to File IRS 990-N

Most PTA/PTSA local units will meet the criteria and will be able to file the online tax return. Here are the directions to file the 990-N tax return:

- Go to the Internal Revenue Service (IRS) Web site at <http://epostcard.form990.org>.
- No special software is required, just Internet access.
- Register as a user, and obtain a login and password.

Create the e-Postcard using the following items:

- Parent company name: PTA Kentucky Congress (Group #5110)
- Federal EIN number of your PTA/PTSA
- Tax year: July 1 through June 30 fiscal year
- Legal name of PTA/PTSA (as it appears in the bylaws)
- Mailing address: Use the school address
- Web address (if one exists)
- Name and address of a principal officer (president or treasurer)
- Confirmation that the organization's annual gross receipts are normally \$50,000 or less

## What to Do After Filing Your 990 Tax Return

### 990N

After completion of filing, you will receive an e-mail from the IRS stating that your return is accepted. Print several copies of the e-mail; provide them to the PTA/PTSA president, 15th District PTA,

and Kentucky PTA; and keep a copy in the treasurer binder.

### 990EZ/990

Make a copy of the completed tax return and schedules A and B; mark the date the return was mailed in the right corner; provide a copy to the PTA/PTSA president, 15th District PTA, and Kentucky PTA; and keep a copy in the treasurer binder.

### Notes

- Returns must be made available for public inspection for a three-year period beginning with the due date.
- Never ignore any correspondence you receive from the IRS. Always respond, and make notes regarding whom you spoke with, his or her badge number, conversation details, and the date and time.

Theresa Mayfield,  
Treasurer

A different aspect of school life will be highlighted each day during this week.

### Monday, November 12 Veterans Day

### Tuesday, November 13 Parents Day

Parents are invited into the classroom for a chance to experience what the day is like for their child.

### Wednesday, November 14 Education Support Professionals Day

Individuals who provide invaluable services to schools are recognized for their exceptional work.

### Thursday, November 15 Educator for a Day

Community leaders are invited to work in the classroom so they can experience a day in the life of a school employee.

### Friday, November 16 Substitute Educators Day

The educators who are called upon to replace regularly employed teachers will be honored this day.



## American Education Week

This year, the tag line for American Education Week is "Great Public Schools: A Basic Right and Our Responsibility," which is a call to help children achieve and grow in the twenty-first century.

The National Education Association's (NEA's) 89th Annual American Education Week is **November 11 through 15**. This week will draw attention to the importance of providing every child in the United States with a quality public education. This is an opportunity to celebrate public education and to honor individuals who work hard to educate students. The NEA calls on all of us to do our part in making public schools the best they can be so that every child can grow and reach his or her full potential.

For additional ideas on ways your school can celebrate American Education Week, the NEA is offering a free, online toolkit at [www.nea.org/aew](http://www.nea.org/aew).

Heather Wampler  
First Vice President, Programs

# Kentucky Core Academic Standards Workshops

The 15th District PTA received an additional grant from National PTA to educate parents and the community about not only the Common Core Standards but also the Assessment and the Accountability components.

We will be doing workshops for parents and the community during the months of October, November, and December and will discuss students' test scores and their school scores, which will be released at the beginning of November.

If you would like to schedule a workshop at your school or in your community, please let us know. You can contact Sharon Whitworth at [sharon.whitworth@jefferson.kyschools.us](mailto:sharon.whitworth@jefferson.kyschools.us) or call her at 485-7450.

We want to thank the following schools and community organizations for inviting us to present this very important workshop to their parents/community:

**Johnsontown Road Elementary**  
**Wilkerson Traditional Elementary**  
**Rangeland Elementary**  
**Wilder Elementary**  
**Minors Lane Elementary**  
**Historically Black Colleges and Universities (HBCU)**

The following schools have already scheduled workshops:

**Coleridge-Taylor Montessori Elementary—November 5 (TBD)**  
**Eisenhower Elementary—November 8, 6:15–7:15 p.m.**

# Board Trainings



It is not too late to schedule board training for your PTA. If you have been on a PTA board or are new, board trainings are always helpful. The training takes two hours, and I always encourage your principal to attend. I ask that you consult with your board for three dates that will work for you and then e-mail those dates to me. I will look at my calendar and let you know which one will work for me. I can do mornings and after school no later than 5:30 p.m. I look forward to hearing from you.

Congratulations to the following schools that have completed a board training session:

**Doss High School**  
**Cochran Elementary**  
**Wheeler Elementary**  
**Zachary Taylor Elementary**  
**Foster Traditional Academy**  
**Medora Elementary**

**Wilkerson Traditional Elementary**  
**Olmsted Academy South**  
**Price Elementary**  
**Goldsmith Elementary**  
**Blue Lick Elementary**

Rose Babiak  
Fifth Vice President

# Parent Education Night at Laukhuf Elementary

A few weeks ago, I went to Laukhuf Elementary School for its Parent Education Night. The kindergarten and first-grade classes performed an exciting musical event before the short PTA business meeting. Dinner for everyone followed while membership cards were sold. I look for Laukhuf to have a great increase in its membership this year!

Parents were also able to stop by an information table telling them about the Reflections Program, which is new to their school this year. Dinner for everyone followed, and we had a short Bullying Awareness Workshop. This workshop for parents was held in conjunction with special education programs for the students that will come later in the month. These events and many others are examples of the great things going on at our schools!

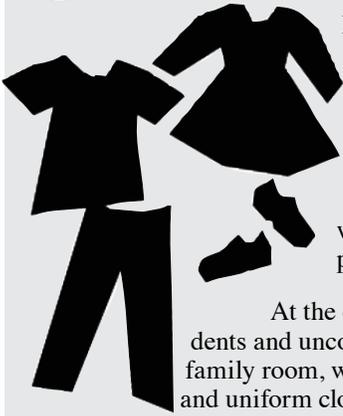
Brag about what you do at your school. Let us know about your programs so we can share them with everyone else. Send the information to anyone on the 15th District PTA Board. All of our e-mail addresses and phone numbers are listed on the 15th District PTA Web site, which has a wealth of information for your PTA. Go to [www.15thdistrictPTA.org](http://www.15thdistrictPTA.org). It is a great resource for any of your PTA questions.

Susan Gardner  
Safety Chair, 15th District PTA



**PTA members  
save 25 percent  
on Papa John's  
Pizza  
online orders!**

# CAP Today



He has one pair of pants and one shirt for school and another outfit to wear at home so the school clothes don't wear out so fast. Is this describing a student in Appalachia in the last century? Yes, but it also describes a student in JCPS today. The economy hit hardest the population that could least withstand that kind of blow to the family's income. CAP is a lifeline for these families, and with your help and support, we will continue to be able to provide some relief to the families' strained budgets.

At the end of September, we had served more than 3,000 students and uncounted family members since the start of school. Our family room, where families can choose from the gently used regular and uniform clothing, is very bare. We need PTAs to hold clothing drives and bring them to CAP so we can get the items onto the racks as quickly as possible. A lack of volunteers is also affecting the lack of clothing because we need you to size and hang the clothing before it can get to the racks. If the date that your PTA was scheduled has passed and no one from your school was able to come, we have open dates in December where no schools are scheduled. Please call me to schedule a new date.

The October calendar shows the days we are open and the schools that are scheduled. You can also find a list for the entire year on the 15th District PTA Web site.

A big thank-you goes to all the schools that have sent volunteers. We could not have served as many families without you. Thank you also for being willing to jump in and do whatever was needed. Sometimes you rolled socks, sometimes you organized hangers, and sometimes you brought clothes to the family room racks and did it with a smile. If you enjoyed your time at CAP, come on back and bring a friend. We really need you.

August Schools: Brown, Price, Meyzeek, Manual, Olmsted North, Gutermuth, Chenoweth, Audubon, Stopher, Crosby, and Wheeler

September Schools: Ballard, Zachary Taylor, Dunn, Foster, Norton, Kammerer, Fern Creek Elementary, Carter, Eastern, Western Middle, Newburg, Pleasure Ridge Park, Middletown, Bates, and Field

Paula Wolf  
CAP Director

## 15 District PTA Back-to-PTA Fall

We would like to thank the following vendors for September 20:

- CML, Inc.**
- Earth G**
- Spirit Cups**
- Lifetou**
- Bumblebee Fundraising**
- River C**
- Haffner School Programs**
- Journe**
- 4 Civility Institute**
- Papa J**
- Drama by George**
- Chick-**
- The Giving Tree**
- Inter-S**
- Community Marketing/ Penn Station**
- City Sa**
- Waffle House**

If you would like to see all vendors' contact info visit [www.15districtpta.org](http://www.15districtpta.org).



PTA Back-to-School Conference

### CAP Dates and School Schedule

#### November

13 .....	Jeffersontown Elementary Wilkerson Traditional Elementary	27 .....	Coleridge-Taylor Montessori Elementary Westport Middle
1 .....	Crums Lane Elementary Hawthorne Elementary	28 .....	Cochran Elementary Trunnell Elementary
2 .....	King Elementary Schaffner Traditional Elementary	29 .....	Eisenhower Elementary Seneca High
7 .....	Farnsley Middle Smyrna Traditional Elementary	30 .....	Klondike Lane Elementary Western Middle
8 .....	Shacklette Elementary Wilt Elementary		
9 .....	Doss High Shelby Traditional Academy		
12 .....	Engelhard Elementary Roosevelt-Perry Elementary		
14 .....	Maupin Elementary Southern High		
15 .....	Layne Elementary Watson Lane Elementary		
16 .....	Blake Elementary Rangeland Elementary		
19 .....	Gilmore Lane Elementary Wellington Elementary		
20 .....	Fairdale High Valley Traditional High		
26 .....	Johnson Traditional Middle Rutherford Elementary		

#### December

6.....Laukhuf Elementary  
Young Elementary

All other days are open for those PTAs that missed their fall date.

# Back-to-School Conference

For attending the conference on

- How Candles
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Information, please visit our Web site at



Vendors at the PTA Back-to-School Conference



James Kiper speaks about male involvement at the PTA Back-to-School Conference.



## Calendar of Events

**November**

- 1-2 . . . . Kentucky PTA Advocacy Training
- 5-6 . . . . No School for JCPS Students—Professional-Development (PD) Day and Election Day
- 11-15 . . . American Education Week
- 15 . . . . . Submit membership dues to Kentucky PTA.  
File 990 Tax Form with the IRS.  
Deadline to Submit Warren H. Proudfoot Award/Outstanding School Board Member
- 17 . . . . . Elementary School Showcase
- 21-23 . . . . No School for JCPS Students—Thanksgiving Break

**December**

- 4 . . . . . Reflections Awards Ceremony and Celebration
- 15 . . . . . Submit membership dues to Kentucky PTA
- 21-Jan. 4. . . No School for JCPS Students—Winter Break

# Attention, High School PTA/PTSA: Are Your Dues and Bylaws Up to Date?

## 15th District PTA Provides Scholarships to Seniors in Need

The 15th District PTA provides need-based scholarships to Jefferson County high school seniors. All graduating seniors, regardless of scholastic standing, are allowed to apply for this tuition scholarship.

**Eligible applicants are graduating seniors attending high school in Jefferson County whose PTA/PTSA is a**

**unit of the Kentucky Congress of Parents and Teachers and whose PTA/PTSA has paid national, state, and district dues sent via U.S. mail and postmarked by March 15, 2013. The high school PTA's/PTSA's bylaws must be current and updated. High school students must be a member of their school's PTA/PTSA.** Please pay your national, state, and district dues on time, and renew your bylaws if they are due. Please allow all eligible students to apply.

This past May, we awarded 16 students \$1,700 tuition scholarships. Please don't let your PTA/PTSA be the cause of our having to turn down eligible students' applications.

Barbara Fischer  
15th District PTA Scholarship Chair

# Technology, That Is



Most of us keep some gadget at our fingertips. (How far away is your Internet-capable phone, computer, iPad, or e-reader?) Since these devices are such a part of our daily lives and so is volunteering, let's put them together. I'm sure you already write your minutes on paper, type them, and print them. Keep your paper copies and have them at each meeting for reference, but consider

e-mailing records and putting documents on a USB drive or CD so that there are digital records as backups.

PTA Boards don't always have ideal accommodations in school buildings, and things happen. Because we can't predict what might happen to paper records or when a virus might attack our PCs, having alternative backups is a must. If you don't already, make digital backups for your minutes. If your documents have been e-mailed, then you should have access to them again from the sender or the receiver.

But sometimes e-mails get overlooked, junkmail-filed, or deleted. That's where saving records to a USB drive or CD can be Plan C. Keep word-processing

program compatibility in mind when choosing your file extensions.

Suggest to your board putting your archived records into digital formats, and maybe others will help you complete this project. You may be able to use a school scanner if available.

Preserving and protecting your PTA's hard work is a great gift to your board. Minutes are the ultimate proof of the PTA's decisions and actions, so keeping them safe is essential.

If you **use** it (technology), then someday if the worst happens, you won't have to **lose** it (your records or your mind)!

Kathleen Helm  
Secretary

## Congratulations, PTA Winners



Kentucky PTA winners who were recognized at the Jefferson County Board of Education (JCBE) meeting

## Proudfoot Award

Do you know a local public school board member who has gone above and beyond the call of duty? Show your appreciation by nominating him or her for an award!

The Proudfoot Award is presented annually to a Kentucky Public School Board member who has exhibited distinguished leadership and service to the community during his or her tenure on the local school board. This award is named after the late Dr. Warren H. Proudfoot, a member of the Rowan County Board

of Education and past president of the Kentucky School Board Association. Nominations may be based on significant contributions over a sustained period of time or for one outstanding contribution during the period of service. Nominees should be active advocates for public education and for learning advancement opportunities for all children within the community.

To nominate a board member for the Proudfoot Award, follow the criteria on

the form found in the *Kentucky PTA Leaders' Notebook* or online at [www.kypta.org](http://www.kypta.org). The deadline is **November 15, 2012** (postmark date). Faxed or e-mailed copies are not acceptable.

If you have any questions regarding any of the awards, please contact me at **heather.mcgovern@jefferson.kyschools.us**.

Heather McGovern  
Awards Chairperson

# Kentucky Kids' Day Celebrations



Kentucky Kids' Day 2012 was recognized at Newburg Middle School with PTSA President Chenika Bell as she and students displayed their wristbands that read: Newburg Middle School KKD 2012.



Byck Elementary celebrated Kentucky Kids' Day 2012 by making a school quilt. Each class was given quilt squares to create a representation of their class. Students signed the quilt, and PTA volunteers tied all the squares together. Each quilt square is unique just like each student! It is now a part of the school artwork and is hung in the cafeteria for everyone to see.

# Emerging Minority Leaders Conference—“Destination Leadership ... Excellence in Action”

During the weekend of September 21–23, 2012, minority leaders from across the United States joined together in the Emerging Minority Leaders Conference (EMLC) 2012 in Arlington, Crystal City, Virginia. The theme was “Destination Leadership ... Excellence in Action.” Minority leaders had an opportunity to explore strategies in the conference workshops that focused on embracing diversity to bridge the gap in PTAs and identifying effective outreach to diverse and underrepresented families, just to name a few topics. Aneeka Ferrell, 15th District PTA diversity consultant, CCSSI/KCAS Committee Team member, and Kentucky State PTA representative at the conference, presented a workshop with another state representative, Brandy Jones of the Arkansas City Council PTA Common Core Committee, on how to meet with decision makers. The workshop included identifying decision-making targets, planning an effective meeting, identifying key leaders and their roles to assist with a successful outcome, and planning a strategy for success. Minority leaders worked with one another in order to build a network of peers who could help support the goal of being an effective leader while exhibiting excellence. Attendees participated in minority leader trainings on diversity preparation that helped attendees determine ways to become effective leaders and to examine the behaviors, attitudes, and values needed to run effective and diverse PTAs.

Mauricio Velasquez, M.B.A., president and CEO of the Diversity Training Group (DTG), helped leaders examine biases associated with stereotypes that exist within PTAs in order to develop tools to help break down those stereotypes. The stereotypes identified included individual prejudices and perceptions. In addition to identifying stereotypes, minority leaders and attendees had a chance to look at communication tactics that would help mitigate conflicts within PTAs in order to create a more inclusive and diverse organization. Those strategies involved identifying the conflict/issue, identifying solutions, implementing the solutions, and monitoring the situation after the solution is implemented to ensure success.

According to guest speaker Michael Davis, deputy assistant secretary of the Employee Benefits Security Administration (EBSA), a division of the U.S. Department of Labor, “Leaders don’t walk across a drawbridge and pull it up behind them.” A leader leaves the drawbridge lowered while allowing others to follow and plants seeds on the other side for followers to find their way in order to help the organization continue to grow. An effective leader is necessary in creating and sustaining an effective PTA. Thomas Saenz, J.D., president and general counsel of the Mexican American Legal Defense and Educational Fund (MALDEF), focused on education, civil rights, and the requirement of PTA leaders to focus on ways to be advocates for all children, especially those who cannot speak for themselves. As most PTA members are aware, Saenz’s focus points during the conference aligned with the National PTA’s mission, “To make every child’s potential a reality by engaging and empowering families and communities to advocate for all children” (National PTA, 2012).

By the end of the conference, attendees were empowered and ready to develop an action plan for identifying challenges in diversifying a PTA and considering a National PTA standard that could be used to implement the action plan. Without a doubt, the conference was a huge success that offered the perfect opportunity for PTA leaders to continue building a national network of peers and to learn ways to overcome the challenges that minority PTA leaders face as leaders, community advocates, parents, and caregivers. For more information about the conference, [visit pta.org/emlc](http://visit.pta.org/emlc).

Aneeka Ferrell  
15th District PTA Diversity Consultant, CCSSI/KCAS Committee Member

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[www.15thdistrictpta.org](http://www.15thdistrictpta.org)



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[www.kypta.org](http://www.kypta.org)  
Phone: 226-6607

National PTA  
[www.pta.org](http://www.pta.org)  
Phone: (703) 518-1200 or  
800-307-4PTA (4782)

### Facebook—Get Connected!

15th District PTA  
[www.facebook.com/group.php?gid=113211276603](https://www.facebook.com/group.php?gid=113211276603)

Kentucky PTA  
[www.facebook.com/?sk=2361831622#!/group.php?gid=116874298952](https://www.facebook.com/?sk=2361831622#!/group.php?gid=116874298952)

National PTA  
[www.facebook.com/parentteacherassociation](https://www.facebook.com/parentteacherassociation)

For additional information about the PTA, please go to Kentucky PTA at [www.kypta.org](http://www.kypta.org) or National PTA at [www.pta.org](http://www.pta.org).