

West Virginia PTA
Building

Our Membership

Our Leadership

Our Future

West Virginia
PTA
everychild.onevoice.®



West Virginia PTA Bulletin

May/June 2015 Issue

Volume 15, Issue 9



West Virginia PTA • P.O. Box 3557 • Parkersburg, WV 26103 • (304) 420-9576
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Message from the President



The year is coming to a close, and for our schools and PTAs, that means it is now time to look at what tomorrow is going to bring. For our schools, the summer offers times to rejuvenate our classrooms, paint walls, update playgrounds, and complete many tasks within the building itself. The summer brings a time for teachers to rest and begin preparing for a new year of students, potentially a new classroom or school, or chapter all together as they retire. For children, the summer brings a time of no homework, staying up late, playing sports, and essentially, being a kid! And finally, for parents, summer brings about thoughts of vacation, spending time with family, and come August 1st, when will school beginning.

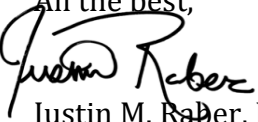
The end of the year brings about special thoughts, ideas, and inspiration as PTA leaders as well. As a term ends, you are reflecting about what could have been done better during your term, what great programs will the PTA offer next year, or how do continue the great success we have accomplished. All are great thoughts to have. Summer brings about transitions between officers, within in the school, and in the community. As a PTA leader, maintaining relationships within the school and PTA is a process that is still moving forward during the summer, so keep you mind, ears, and eyes open as you continue building relationship.

This summer is going to be a large transition for me as your West Virginia PTA President. As I look toward the end of this journey, I have been reflecting on the hundreds of people that have influenced me at the local, state, and national levels. I have had the honor to address the State Board of Education on your behalf. I had the opportunity to attend many local PTA meetings and charter several new units. At the end of this journey, I am very fortunate to have been your president to continue making our mission a reality. It is because of every member, and more importantly, every child within West Virginia as to why I have loved every moment of this journey.

PTA has one of the most valuable brands around. We are able to speak on behalf of our children, our families, and our communities to ensure that every child's potential is a reality. We have worked to make our mission a reality since 1923 in West Virginia, and we will continue to do so for decades to come. The power of our association is wonderful, and we must continue using our voice to promote the values of our communities, families, and schools.

As I end my term as president, I have often been reminded of the words of Mrs. Wm. F. Beatty, West Virginia PTA President, 1933-1934, who stated, "[I]t has fallen largely to the West Virginia [PTA] to awaken the parents to the education crisis our children are facing." Even today, these words ring true. West Virginia PTA has the obligation to be the voice for all children and families.

West Virginia PTA is continuing to build our membership, our leadership, and our future to ensure that we ensure that all children can meet their full potential. Thank you for all that you do and continue to do each and every day.

All the best,

Justin M. Rader, J.D.
President

And the winners were . . .

During the 92nd Annual West Virginia PTA Convention, April 18, 2015, West Virginia PTA presented awards to the following:

- Johnson Elementary PTA, Largest PTA in West Virginia
- Melanie Holloman, Outstanding Teacher of the Year
- Penny Coleman, Outstanding Principal of the Year
- Laura Stickel, Outstanding Service Personnel of the Year
- Doug Terrell, Outstanding Business Partner of the Year
- Franklin Primary PTSA, Local Unit Great Program Idea Award
- Tuscarora Elementary, Local Unit Great Membership Campaign Idea Award

- Abigail “Abby” Sharp, Student’s Good Job Award
- Beth Anderson, Star Volunteer Award
- Angela Bender, Star Volunteer Award
- Melissa Haught, Star Volunteer Award
- Jennifer Reed, Star Volunteer Award
- Norma Tyras, Star Volunteer Award



Each summer, PTAs reinvent themselves with new leadership, new ideas, and new goals. Here are a few tips that you need to remember as you end the year and begin anew.

- Submit to West Virginia PTA by July 1, 2015 the 2015-2016 Local Unit Officers, even if no changes have been made. Submit at www.westvirginiapta.org/2015update.
- Complete a financial review or audit of the 2014-2015 financial records. Once complete, send this report to West Virginia PTA.
- Because every PTA has a July 1 to June 30 fiscal year, your annual 990 reporting is due by November 15th! If your PTA has gross revenue under \$50,000, you can complete the 990N, E-postcard. Once submitted, submit the verification to West Virginia PTA.
- Pay any outstanding dues to West Virginia PTA for any unpaid memberships since you last paid.
- Check your insurance status. If it is time to renew, renew your insurance and submit verification to West Virginia PTA.
- Assemble your officer team and have a meeting with the outgoing and incoming officers. Use this time to talk about goals, work on new ideas, and plan for the new year!
- Attend West Virginia PTA trainings.
- Remember to take time for yourself, your children, and your family.

Auditing involves examining financial records and transactions to ensure that receipts have been properly accounted for and expenditures have been properly authorized and recorded in minutes in conformity with PTA bylaws, standing rules and budget limitations.

PTA bylaws indicate when an audit is to be made, its procedure, and when it should be reported to the membership. Financial records should be audited at least once a year – West Virginia PTA requires that a PTA submits their audit or financial review annually. Books should also be audited if a financial officer resigns and before the new officer assumes his or her duties, and at any other time deemed necessary.

The process for selecting/electing individuals to serve on the internal audit committee or for retaining a professional firm (with nonprofit accounting experience) will also be found in the bylaws of the PTA.

The Purpose of an Audit

The purpose of an audit is to provide reasonable assurance that an organization's financial statements are free of material misstatement and to ensure that receipts and expenditures, as authorized in the minutes, are in conformity with PTA bylaws, standing rules and budget limitations.

An audit with a "clean" opinion assures the membership that the association's resources/funds are being properly accounted for and managed within the regulations established for their use.

Financial Review

Preparation for a Financial Review/Internal Review For clarification purposes, a financial review represents an internal process performed by two or more members of the financial review committee or their designees. An audit represents an extensive external process performed by a certified public accounting (CPA) firm for a fee.

The first step in the financial review process should be the appointment of a financial review committee. This committee should be made up of members who do not have signature authority over the bank account nor are a relative to a person with signature authority. Check with your local bylaws for any additional requirements. Financial records should be put in order for the financial review shortly before the end of the term of office or the end of the fiscal year. The outgoing treasurer cannot pay bills after the books are closed for financial review. Upon assuming office, the incoming treasurer may deposit funds in the PTA bank account. It is recommended that during the financial review process, expenditures within an adopted budget be limited to those of an emergency nature. The financial review should be completed as quickly as possible.

- See more at: www.ptakit.org.

During the 2015 Awards Banquet, outgoing West Virginia PTA President, Justin Raber, presented the following speech:

It seems just like yesterday that I assumed the presidency of West Virginia PTA. I set out goals, ambitions, and items to accomplish as I have led this association. My number one goal was to leave West Virginia PTA on a better note than when I become president. And I truly hope and believe that I did just that.

Over the past two years, our theme has been "Building our membership, our leadership, our future." Simply put, without members, there are no leaders. Without members or leaders, West Virginia PTA does not have a future. Our membership is the bedrock of this association at every level, be it at the local, state, or national level.

As we look forward, we must ensure that our membership numbers not only sustain but increase. West Virginia PTA is a small membership state, but we all know that when West Virginian's put their mind to something, it gets done. We have to continue to build our membership through recruiting new members and retaining the members that we have now. Last year, we reported a twelve percent membership increase over the 2012-2013 membership year. As of today, we are reporting roughly a ten percent decrease in membership. In order to sustain our association in West Virginia, we must build our numbers.

When I became president, in order to preserve our future, we took a hard look at our finances, and we had to get our financial house in order. The fact is, we have to do a lot with very little resources. Our budget could not handle a board over twenty individuals, but we had twenty five...this term, the size of the board of managers was reduced to sixteen, which has saved West Virginia PTA thousands of dollars. Our administrative costs have been reduced, and we have been providing more services to our local units, where we must continue to invest. Our number one priority as West Virginia PTA must be our local units and our membership.

In two years, we have trained more members than we have in over a decade. We provided trainings in all regions of the state two years in a row. We introduced two new programs, Passport to Leadership and the Student Healthy Recipe Challenge. We are now in a better financial standing than we have been for several years. We are huge voice in Charleston and are being asked to the table for important decisions that affect every child in the state. All of this is happening because of the commitment that has been provided throughout the past two years. There have been many ups and downs, long nights, tens of thousands of miles put on my car, but at the end of the day, knowing that we speak for every child with one voice is truly amazing.

All of our successes could not have been accomplished without the support of our membership. As we move forward, West Virginia PTA must remain relevant, provide resources and invest in our customers, the local units and members, and we must change with the times. What worked ten or twenty years ago, is not working today- West Virginia PTA must come into the twenty first century. We must evolve and ensure that our voice is being heard. Without the support of our membership, that cannot happen. We must work together as an association, in all ways possible. We are West Virginia PTA.

Every individual that is gathered here tonight is truly committed to the PTA mission and that is where I have received my inspiration as your president. Being president of this great and historic association is truly an honor and blessing. Walking into schools in Charleston, Wellsburg, or Belington reminds me of the importance PTA has played over the decades. As we celebrate 92 years, we still have another 92 years left in us... We as individuals may not be here to see what the next 92 years will bring, but it will be truly amazing.

As I conclude this evening, being president has been an honor. I could not have done this without some very special individuals, including several past presidents, Judy, Betty, and my own mother, Jenny. Your guidance, inspiration, conversations, disagreements along the way, offered me a true balance throughout my time in this position. Additionally, I want to thank a class of individuals that are not here tonight, but I know is represented by a great colleague, Charla. Serving as president with 54 other individuals is inspiring all in itself. I have not only made friends here in West Virginia, but also throughout the country. We have called each other, traveled together, worked closely, and always been there for one another as a group of state presidents.

This position is an honor and a privilege, not one to be taken lightly, but at the end of the day, it is truly amazing.

I leave you with the following this evening as I conclude this wonderful journey . . .

*The years have passed, the records made,
The last deed done, the last word said
The memory alone remains
Of all its joys and splendid gains
And now with purpose full and clear
We turn to meet another year.*

Thank you.



Justin Raber receiving the National PTA Life Achievement Award from Wood County Council of PTAs. Pictured here: Laura Bay, National PTA President-Elect; Justin Raber; and Carrie Sharp, Wood County Council of PTAs President



Presentation of the West Virginia PTA Past President's Pin. Pictured here: Jenny Raber, West Virginia PTA President, 2003-2005 and Betty Straka, West Virginia PTA President, 1999-2001.



Linda Abercrombie speaking with convention delegates



Attendees learning about Microsoft during the first-ever Speed Vending Luncheon



Laura Bay, National PTA President-Elect conducting a workshop



Parkersburg High School Chamber Choir singing the National Anthem



Wood County Council PTA representatives attending the Awards Banquet



Johnson Elementary PTA being recognized as the largest PTA in West Virginia



Dr. Martirano, West Virginia Superintendent of Schools received an Honorary Life Membership



Gail Adams, West Virginia Teacher of the Year addresses the Awards Banquet



2013-2015 West Virginia PTA Board of Managers

THANK YOU

2015-2017 West Virginia PTA Officers

President	Janelle Sperry	Berkeley County
President-Elect	Kathy Parker	Braxton County
First Vice President	Missy Jones	Braxton County
Second Vice President	Ponnie Piggott-Sampson	Wood County
Secretary	Dani Hancock	Berkeley County
Treasurer	Chris Wuest	Berkeley County

Five Proven Ways to Build Members

PTAs that have successfully increased their membership numbers report relying on one or more of these simple approaches.

1. Appoint a membership chair. At all levels of PTA, it's important to have someone focused on membership.
2. Send home PTA membership invitations with school registration materials. Be sure to clear this with your school administration.
3. Set up an inviting PTA table with lots of membership forms, resources and brochures available, and staffed by enthusiastic PTA members at all events that draw families to school, including the first day of school (bonus tip: serve coffee to warm up your membership drive) and back-to-school night.
4. A personal invitation is powerful. Don't just rely on membership envelopes or invitation letters.
5. Ask members that joined last year to **renew** their membership! They don't have to have a student in your school to support your PTA!



National PTA School of Excellence is a recognition program that supports and celebrates partnerships between PTAs and schools to enrich the educational experience and overall well-being for all students.

Two local units in West Virginia have been recognized as 2014-2016 National PTA School of Excellence recipients:

Lubeck Elementary PTA
Wood County

Johnson Elementary PTA
Harrison County



THINGS YOU CAN DO

To Engage in Your Child's Education in the Home, School and Community

There are many ways to play an active role in your child's education. To keep engagement top of mind year-round, post these simple reminders in your home or office.

In the Home:

1. Develop a consistent routine for studying and homework.
2. Discuss your child's school day and homework daily.
3. Provide a quiet, well-lit place with basic school supplies for studying.
4. Assist with homework, but avoid doing it for your child.
5. Praise your child's efforts and encourage them to serve in student leadership positions.

In the School:

6. Attend parent-teacher conferences and make appointments, as needed, to discuss your child's progress or concerns. Meet your child's teacher(s), school principal and school nurse.
7. Establish the best way for your child's teacher to contact you (phone, email, backpack notes, etc.) to help reinforce school rules and expectations.
8. Attend your PTA meeting or start a PTA to voice your support or concerns.
9. Visit your school's website to stay informed on important information and events.
10. Attend school meetings on learning expectations, assessments and grading procedures.

In the Community:

11. Meet your child's friends and get to know their parents.
12. Learn about school district policies and practices that affect your child.
13. Raise awareness with local agencies and businesses about events taking place at your school.
14. Recruit parents and community members to be PTA volunteers.
15. Write, call or visit local or state decision-makers to support or oppose proposed legislation that affects your child.

Attend your next local PTA meeting. Find out how online at PTA.org/Join or call (800) 307-4PTA (4782).

West Virginia PTA Student Awards Announced during Convention

During the Student Awards Recognition Luncheon during the 92nd Annual West Virginia PTA Convention, West Virginia PTA announced the following winners in this year's Reflections and Student Healthy Recipe Challenge programs. On behalf of West Virginia PTA, special Reflections committee chair, Betty Straka stated, "I would like to thank all of the students who participated as well as their parents for encouraging their children in these programs. Special thanks are given to all of the local chairmen who worked so hard to coordinate this program. It is not an easy task and we appreciate you taking the time to read the rules, pass them out, gather all the entries, check the paperwork, find judges and then send them on to the next level."

2014-2015 West Virginia PTA Reflections

"The world would be a better place if . . . "

Visual Arts

Primary

- 1st Place - Camryn Harris – Colliers
- 2nd Place - Lily Beecroft – Hooverson Heights
- 3rd Place - Deedra Groves – L.B.Millsop
- 4th Place - Preslyn Heidel - Tuscarora
- 5th Place - Gretchen Lang - Johnson

Intermediate

- 1st Place - Isabel Gray Cann – Johnson
- 2nd Place - Braelyn Anthony Sperringer – Jefferson
- 3rd Place - Emma Fabian – Colliers
- 4th Place - Chase Alexander Felouzis – Colliers
- 5th Place - Alexandria Maple – Follansbee Middle

Middle

- 1st Place - Angela Rithner – Wellsburg Middle
- 2nd Place - Jacob James Parr – Follansbee Middle
- 3rd Place - Israel Carbasho – Follansbee Middle

High School

- 1st Place - Mackenzie Stone – Brooke High
- 2nd Place - Pamela Alex Bowman – Brooke High
- 3rd Place - Mia Kay James – Brooke High
- 4th Place - Alexa Lee Gerrard – Brooke High

Special Artist

- 1st Place - Haley Parr – Follansbee Middle
- 2nd Place - Emma Null - Tuscarora
- 3rd Place - Adam Peveich – Follansbee Middle
- 4th Place – John Anthony Casinelli – Follansbee Middle
- 5th Place - Hayleigh Kackley – Tuscarora

2014-2015 West Virginia PTA Reflections

“The world would be a better place if . . . “

Music

Middle

1st Place - Angela Rithner – Wellsburg Middle

High School

1st Place - James McLaughlin – Mountaineer PTSA

Film

Primary

1st Place - Michael J. Romano II - Simpson

Intermediate

1st Place – Melyn McKenzie Bachinski – Follansbee Middle

2nd Place - Reese Lockard Allen - Johnson

3rd Place - Molly Henthorne - Steenrod

4th Place - Samuel Backus - Johnson

5th Place - Colin Hutchison – Colliers

Literature

Primary

1st Place – Brianna Nicole Nair – Spring Mills

2nd Place - Ethan Norton – Spring Mills

3rd Place - Caitlin Gray – Bunker Hill

4th Place - Victoria Morgan Vash - Johnson

5th Place – Hunter Glenn Darling – Hooverson Heights

Intermediate

1st Place - Hannah Seivertson – Steenrod

2nd Place - Mikayla Schlotthober – Mill Creek

3rd Place - Gavin Fodor – Hooverson Heights

4th Place - Chase Alexander Felouzis - Colliers

5th Place - Savannah Turner-Davis - Follansbee Middle

Middle

1st Place - Emily Donley – Wellsburg Middle

2nd Place - Lauren Marie Sandy – Musselman Middle

3rd Place - Megan Maria Ayala – Triadelphia Middle

Dance

Primary

1st Place - Cailey Pearl Johnson – Bunker Hill

2nd Place - Cooper Robert Byers – L. B. Millsop

2014-2015 West Virginia PTA Reflections

“The world would be a better place if . . . “

Photography

Primary

- 1st Place - Caitlin Gray – Bunker Hill
- 2nd Place – Bryce M. Cookus – Spring Mills
- 3rd Place - Mitchell Alan Rossana - Johnson
- 4th Place - Tyson Craft – Hooverson Heights
- 5th Place - Abby Lynn Fabian - Colliers

Intermediate

- 1st Place - Charles Ihlenfeld – Steenrod
- 2nd Place – Cale Johnathan Culicerto – Johnson
- 3rd Place - Colten Kirby – Johnson
- 4th Place - Kathleen Fritter – Steenrod
- 5th Place - Nathaniel Hathaway - Johnson

Middle

- 1st Place - Ethan Robey – Wellsburg Middle
- 2nd Place - Michaela Nicole Mahan – Wellsburg Middle

2014-2015 West Virginia PTA Student Healthy Recipe Challenge

Nourishing Snack and Appetizers

Primary

Mrs. Blake’s Class – Blue Ridge Elementary

Intermediate

Austin Davies – H.E. White Elementary
Caitlyn Hidge – H.E. White Elementary

Nourishing Lunch

Middle

Elizabeth Sperry – Musselman Middle

Wholesome Dinner

Primary

Moses Gilkerson – H.E. White Elementary
Ethan Young – Winfield Middle

Nourishing Lunch

Intermediate

Elijah Gilkerson – H.E. White Elementary

Middle

Alex Heath – Musselman Middle

Cooking Video

Middle

Alex Heath – Musselman Middle

2015 National PTA Reflections Award Recipient



National PTA has announced that **Angela Rithner** of Wellsburg Middle School has received an Award of Excellence in Visual Arts Middle School Division for her entry entitled "Recycling" for the 2014-2015 Reflections program! Angela is the only recipient at the National PTA Reflections level for the 2014-2015 year.

West Virginia PTA congratulates Angela on this great accomplishment!



2015-2016 Theme

"Let Your Imagination Fly."



Get PTA in Your Pocket

Download the new National PTA® Mobile App!

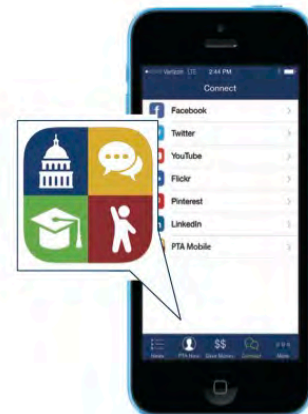
You're on the go, so you need PTA at your fingertips. The **National PTA® App** will help you:

- Save money
- Improve programs at your school
- Support your child's success

No other app gives you the **latest PTA info, education news and member savings** all in one place.



Available on the App Store for iPhone and iPad devices only.
PTA.org/MobileApp



2015 West Virginia PTA Scholarship Recipients

Mary Bridges is the daughter of Rebecca and Joseph Bridges of Smoot, West Virginia. She attends Greenbrier West High School where she participates in Volleyball, Softball and Basketball. She is a member of Raze, National Honor Society, Health Occupation Students of America and Future Business Leaders of America. She has done volunteer work for Toys for Tots, Beckley Veterans Affairs Medical Center, American Red Cross and Read-Aloud Program.

Emilynn Corbin is the daughter of Robin and Michelle Corbin of Romney, West Virginia. She attends Hampshire High School where she is active in DECA, National Honor Society, National Technical Honor Society, Basketball and Soccer. She has done volunteer work for Special Olympics, Blood Drives, Romney Food Pantry, Operation Christmas Child and Diabetic Kids Camp.

Catherine Ensinger is the daughter of Brian and Meg Ensinger of New Martinsville, West Virginia. She attends Magnolia High School where she is active in Track, Cross Country, Band, Choir, Young Life and Impact Group. She has done volunteer work for Relay for Life, School-Wide Recycling Program and Jim Quinet Memorial 5K Run.

Casey (Becca) Franklin is the daughter of John and April Boring of Valley Grove, West Virginia. She attends Wheeling Park High School where she is active in WPHS Marching Band, Concert Band, Wind Ensemble, Percussion Ensemble and National Honor Society. She is also very active in 4H and works at a part-time job. She has done volunteer work with Stockings for Soldiers, Food Drives, Camp Beautification Program at Jackson's Mills, Veteran's Day Race, Ogden Race and Adopt an Angel.

Alexandria Gorrell is the daughter of Randall and Gail Gorrell of St Mary's, West Virginia. She attends St. Mary's High School where she is active in Cross Country, Track, Yearbook, Prom Committee, Class Officer, vice President of Student Body and National Society. She has done volunteer work with Student tutoring, Canned Food Drives, Veteran's Day Program, Concession stands, and painted outdoor map for local elementary school children.

Jillian O'Connell is the daughter of Janet and Timothy O'Connell of Martinsburg, West Virginia. She attends Hedgesville High School where she is active in Tennis, Show Choir, Chamber Choir, Key Club, Jr. Civitan, Youth Leadership Association, National Honor Society, Bible Club, and Fellowship of Christian Athletes. She has done volunteer work with Adopt a Highway, Kiwanis Breakfast, Shoes for Souls, Operation Thanks, Berkeley Youth Fair Volunteer, and Camp Horseshoe.

Michael Wuest is the son of Chris and Chris Wuest of Martinsburg, West Virginia. He attends Martinsburg High School where he is active in Youth Leadership Association, Student Council, National Honor Society, Chess Club, Rotary Interact, Debate Team, Class Officer and Student Body President. He has done volunteer work as a Vacation Bible School assistant, Berkeley County Day of caring, volunteer of 2014 Democratic Campaign, Blood Drives and collecting for St. Jude's Children's Hospital.

Advocacy is....

What comes to your mind when someone says advocacy? Some people think of presenting testimony or speaking to a large group. While these are components, it is much more than that!

What is the largest and oldest advocacy organization for children? PTA is! That's right, for over 118 years, parents, teachers, friends, family members, neighbors, and strangers have been making sure children are heard! YOUR passion gives EVERY CHILD a say, and your willingness to speak up on behalf of your child, family and school become ONE VOICE with members in your community, around the state and across the nation! Help West Virginia PTA in its advocacy efforts this school year.

How do you start? Easy as spelling ADVOCACY!

Active! Become a member. Ask others to join! Our voice grows stronger and powerful with more members.

Devotion! As a PTA member, you are part of a large network of advocates with the same passion for children. Keep the work of our predecessors and become a Passionate Tenacious Advocate!

Volunteer! Make sure you are involved in some way. Many hands make any task easier and everyone has their specialty. It could be as simple as volunteering to read, helping at an event, or cutting Box Tops! Start building your advocacy knowledge with others.

Organize an event! Now that you are involved, take the next step. Find an issue, design a plan, and hold an event to bring attention to it. More than likely you are not the only one who feels the same way about the issue!

Change can happen! Know who can help. Start by talking to the person closest to the issue. For example: Classroom; School District; PTA President/Teacher; PTA President/Principal; PTA President/PTA Council President/Superintendent/School Board Member

Assess! Maybe you haven't known what to do so join others in your PTA and perform a needs assessment. This will identify what issues your school may need to address and will give you direction and purpose. Great way to start the school year! If you have goals for the year, include Advocacy Activities!

Capacity to build partnerships! Think team. Parents, educators and others in the community all want what is best for our children. Social media is another great resource to gain support.

You are the beginning to PTA Advocacy! As a PTA member, become educated with the facts and be prepared with ideas for what might help your cause. Gather support along the way. Your PTA President and West Virginia PTA are there to assist you any way we can. We do not stand alone when advocating for our children!



TIPS FOR TEACHERS ON FAMILY ENGAGEMENT

Welcome every student's family as your education partner.

Assume every family wants the best for their children. Parents look to you as the expert. Guide them on what you think they need to do to help their student achieve success.

Communicate frequently and in the way that works best for each family.

Whether via phone, email, text message or handwritten notes, communicate with each family in a way that not only reaches them—but also generates a response. Include positive feedback to build trust and respect. Seek translation support from your school if there is a language difference.

Teach families how to support student success.

Like students, families don't know the education terminology you do. Describe what you need families to do at home in simple and specific terms. Use examples whenever possible. The more you share, the more families will understand their role as your education partner.

Encourage families to speak up for the needs of their student.

Let families know that they are your education partner. Explain that you need them to share the other factors that may affect their student's performance so that you can help navigate challenges or offer more support.

Share power with families and students when working to improve the school.

Empower families and students to contribute their voices, time and energy to making your school a better place to learn—and to work.

Collaborate with community partners that can support families.

Learning happens in the classroom, in the home and in the community. Connect families to the resources available to enrich the educational experience.



FAMILIES



TEACHERS



**STUDENT
SUCCESS**

PTA is your family engagement partner.

Learn more and get involved!
PTA.org

Is Your PTA in Compliance?

In order to remain a local unit PTA in good standing with West Virginia PTA and National PTA, local unit PTAs must be in compliance with the standards of affiliation each year.

What will happen if my PTA is not in compliance?

If a local unit PTA is not compliant with the Standards of Affiliation, the local unit PTA may be in jeopardy of losing their tax-exempt status with the IRS and state of West Virginia. West Virginia PTA is required to report to the government on a continuous basis the local units that are not compliant with the standards set forth by West Virginia PTA.

It is easy for your PTA to be in compliance!

Listed below are the items that will ensure that your PTA is compliant on a regular basis! For additional information, please read the entire Local Unit Standards of Affiliation. A guide is also available for your use! If you are unsure of your status, please contact the West Virginia PTA office at info@westvirginiapta.org or call 304-420-9576. Members of the West Virginia PTA Board of Managers are here to assist you to ensure that you are in compliant!



This is effective July 1, 2013

Local Unit and County Council Standards of Affiliation

To be eligible for donations and grants, tax exempt status, and to remain a PTA, all local units and county councils need to be in "good standing" with the West Virginia PTA. The following items must be sent to West Virginia PTA by email office@westvirginiapta.org or mail to P.O. Box 3557, Parkersburg, WV 26103-3557 or fax to (304)420-9577.

Name of PTA _____

Date: _____

Item	Format Sent	Due to WVPTA Office	Date Sent	Notes
Local Unit Officer Form	Electronically, mail or fax	July 1st		Must have new form every year even if there are no changes
Membership Due (for local units only)	Mail, with Dues Reporting Form	Monthly		Payment of a minimum 10 members must be received by October 1 st
Review/Audit of Finance Records	Electronically, mail or fax	120 days after end of fiscal year		Refer to Money Matters Guide
Copy of IRS 990 form	Electronically, mail or fax	30 days after submission to the IRS		Extensions filed with the IRS must be filed with WVPTA
Proof of general liability and bonding insurance	Electronically, mail or fax	Annually		Each local unit is required to submit proof of insurance by October 1 st
Bylaws	Electronically with signature page mailed, or entire packet mailed	Every three years		Bylaws should be reviewed and submitted for approval

A benefit of being a PTA is a central location for all of your important paperwork. As part of our service to you, all information will be kept in each unit/council's file.

8/2012

2013-2015 West Virginia PTA Board of Managers

Officers

President – Justin M. Raber, J.D.

304-615-3956 ... justinraber@westvirginiapta.org

President-Elect – Janelle Sperry

304-279-7270 ... janellesperry@westvirginiapta.org

Vice President – Vacant

Treasurer – Kathy Parker

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Secretary – Missy Jones

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