

COUNCIL MESSAGES

HAMILTON COUNTY COUNCIL of PTAs
every child. one voice

May, 2012

Web Issue 5

HERE'S YOUR CHANCE TO GET NEXT YEARS' OFFICERS OFF TO A GOOD START

Hamilton County Council of PTAs'

School of Information

May 16, 2012

Supper, General Meeting & Workshops

Beginning at 5:45 p.m. at the HCESC

(please refer to the registration form in this newsletter)

PRESIDENT'S MESSAGE

It's hard to believe that we are approaching the end of the school year already. Hopefully it has been a great year so far for each of you and your units. By the time you read this we should have celebrated our educators and students at the annual Hamilton County Council (HCC) Evening Dessert. Thanks again to the Northwest Local School District for their hospitality.

You probably have elected your units' officers for next year by now also. Remember to take advantage of the training that is offered by HCC at our annual School of Information which will be on May 16th. Watch for information on this via mail and on our website (www.HCCPTAs.org). HCC is always available as a resource. Contact us if you need specific training.

As you start to think about wrapping this school year up, remember to help prepare your committee for next year by preparing and passing on your procedure book. The procedure books (often elusive things) are so helpful for your committees so future chairs don't have to "reinvent the wheel". They should include the important documents for your unit such as Bylaws, Standing Rules and Budget along with committee specific things which should include an end of year summary. Please contact your Area Advisor who can answer questions about this and other end of year activities.

Speaking of end of year activities, don't forget to select your Financial Review Committee (formally referred to as an Audit). This important committee should start their work after the Treasurer's books are closed and summarized. June 30th is the close of the fiscal year. You can actually file your 1990 when the Financial Review is complete so you don't need to wait for the Nov. 15th deadline. Helpful information can be found in NPTA's Money Matters section.

Please remember to get your new officer information to your Area Advisor for next year's HCC Yearbook.

This is the end of my second year as HCC PTA President. I want to thank you for the opportunity to have served our units. Have a wonderful and safe summer!

Elise Fessler, President bfsing@cinci.rr.com



PLEASE DON'T TURN THE PAGE until you think about joining HCC 2012-2013 Board.

There are many different jobs to be done; some big, some small but all VERY important. You'll meet interesting people from other districts and learn more about PTA from a larger prospective. Won't you think about joining us. Call/email next year's Council President Elaine Efke, 738-2770, Elaine50@fuse.net

FUTURE IDEAS FOR MEMBERSHIP

A MESSAGE FOR THE PRESIDENT & MEMBERSHIP CHAIR

As this year winds down, it is important for your Unit to be thinking of Membership for next year. You need to pass along all information you used to spark your membership drive. You need to begin early – that is when you get the majority of your members to join. So here are a few tips to help start your new year.

1. The Membership Handbook needs to be forwarded to the new Membership Chair.
2. Start preparing your initial letter as soon as possible, letting parents and teachers know the dues amount and listing the good things you have been doing in your unit.
3. Ask your principal if you can send this letter home in his/her packet of school information sent home to parents in late summer.
4. Ask for permission to place a PTA Membership letter into the mailboxes of each teacher.

I know you are looking forward to summer vacation. Take some time off from PTA, then, if you are the new President and new Membership chair, try to get together to start thinking on how to increase your membership. Helpful information can be found in the PTA Membership Handbook.

If you work together, Parents and Teachers, your membership drive will be successful!!!

HAVE A WONDERFUL SUMMER.

Carol Kiradjieff, Membership Chair carolchili@fuse.net



FOUNDERS' DAY SERVICE PROJECT 2012



Congratulations to all the PTA units that participated in the Founders' Day Service Project...your generosity was simply overwhelming! Your donations to the Freestore Foodbank included:

**11 boxes of canned and dry foods AND
\$1387.96 in checks and cash**

There are many children in the Cincinnati area who will have food on their table because you cared enough to give! Thanks again for your extreme generosity!

Jan Hunter, Immediate Past President and Service Project Chairman

HCC PTA General Meetings 2012-2013

Even though it is the responsibility of the delegate/alternate delegate to attend Council meetings *ALL* PTA members are welcome to attend.

September 26	11:30 a.m.	The Meadows	Executive Luncheon
October 17	10 a.m.	HCESC	Program TBA
November 14	7 p.m.	HCESC	Program TBA (NOTE: this is the 2 nd Wed.)
January 16, 2013	10 a.m.	HCESC	Program TBA
February 19	6:30-8:30 p.m.	HCESC	Reflections Open House
February 20	9:00 a.m.	HCESC	Reflections Display prior to the
	10 a.m.		Founders Day Mtg/Program
March 20	10 a.m.	HCESC	Program TBA
April 17	7 p.m.	Finneytown School Dist.	Evening Dessert Meeting
May 15	5:45-8:45 p.m.	HCESC	School of Information
		Host: HCDDS PTAs	



EVENING DESSERT PROGRAM

If you missed it then you missed a great evening. Northwest School District was our host and the event took place at Northwest High School. The group Knight Lights entertained us and the PTAs provided delicious refreshments for the recipients and their guests. The following students and teachers were honored.

Reflections 2011-2012 Theme: "Diversity means..."

The National PTA *Reflections* Program is an arts competition in the areas of Literature, Musical Composition, Photography, Dance Choreography, Video/Film Production, and Visual Arts. Students compete within four age levels – primary, intermediate, junior/middle, and senior. Ohio PTA presents the *Award of Excellence* (1st place), *Award of Outstanding Achievement* (2nd place), *Award of Merit* (3rd place), and two *Honorable Mentions* for each arts category in each age division. Winners of the Ohio PTA Award of Excellence are forwarded to compete in the National PTA *Reflections* contest.

STATE WINNERS/HONORABLE MENTIONS

LITERATURE

Award of Outstanding Achievement	Kelsi Moore	Harrison Elementary School
Honorable Mention	Kaeden Runions	Struble Elementary School

VISUAL ARTS

Award of Outstanding Achievement	Taylor Helms	Bridgetown Middle School
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MUSIC COMPOSITION

Award of Merit	Andrew Walker	Colerain High School
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DANCE CHOREOGRAPHY

Honorable Mention	Shelby Lutz	Monfort Heights Elementary School
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Theme for the 2012-2013 school year is "The Magic of the Moment"

HCC of PTAs Vocational Readiness Scholarships

Margaret B. Rost School	Timothy McDonough
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HCC of PTAs College Scholarships

Colerain High School	Madija Sandy
Finneytown High School	Katelyn Bramble
Northwest High School	Jasmine Reid
Oak Hills High School	Sarah Shappelle
Taylor High School	Olivia Hardtke
William Henry Harrison High School	Brandon Foley

HCC of PTAs Educator Scholarships

Ralph W. Sinks Educational Administration Scholarship	Adam Lohbeck, Monfort Heights Elem. School
Theresa K. Kirby Memorial Scholarship.....	Elizabeth Jackson, Three Rivers Middle School
Margaret B Rost Special Education Scholarship.	Deborah Miller, Bobbie Fairfax School

HCC of PTAs Educators of the Year

Finneytown	Dr. Stephanie Kessler, Whitacker/Brent Elem. Schools
HCDDS.....	Sandra Sirilo, Margaret B. Rost School
Northwest	Heather Switzer, White Oak Middle School
Oak Hills	Susan Lawrence, Delhi Middle School
Southwest	Susan Jefferson, Miamitown Elementary School
Three Rivers	Stephanie Stafford, Three Rivers Middle School

HCC of PTAs Outstanding Membership Award

Colerain Elementary School, Northwest Local School District

A GUIDE TO BY-LAWS

Your by-laws should be reviewed every year and revised every 3 years to be consistent with Ohio & National PTA and for your unit to be in good standing.

What is the difference between Revising & Amending? Amendments are used when only a few changes are necessary. If you are changing the amount of your membership dues and/or changing the quorum for voting and that's all you wish to do, then you need to amend your By-Laws. You only need to make the necessary changes and send in only those changes with a coversheet, making sure to include your school name, city and state, your district number (#6), your Council (Hamilton County Council) and your IRS Employer ID#. A revision is a complete rewriting of your By-Laws.

The steps you need to update your By-Laws are as follows:

1. Obtain a Sample By-Laws for Units from Ohio PTA.
2. Obtain a current copy of your unit By-Laws. Can't find your By-Laws? Contact OPTA for a copy.
3. Appoint a committee (choose members who are interested in this job and your president may be a member of this committee).
4. Compare the Sample By-Laws with your unit By-Laws.
5. Starred items (*), Articles and Sections, are required and may not be edited except as noted on the sample. This assures that your By-Laws are not in conflict with Ohio and National PTA. When changes are made at either National or Ohio PTA, they automatically become a part of your By-Laws without further action on your part.
6. Be sure to check the "helpful hints" on the Sample By-Laws.

After you have made your changes, follow the procedure noted in the "Amendments" article in your By-Laws. Present the changes to your board first, then to your membership. Read aloud the amendments (or if revised, have a complete set of the By-laws ready for the members to take home and review). The first presentation is just to let your members know about the changes. You then present them at the next membership meeting where discussion and comments are expected. You then vote on the changes. The By-Laws must be approved by a 2/3 vote of those present and voting. Then you are ready to submit the new by-laws to Ohio PTA for approval.

Complete the cover sheet included with the Sample By-Laws, and e-mail the by-laws to Ohio PTA's Director of By-Laws. If you send them by regular mail, send 3 copies. An approved copy will be returned to your Unit.

After approval, make copies for the board and membership and retain a copy for the Secretary's Minutes. Any Questions? Please let me know. (This is Ohio PTA Information).

Carol Kiradjieff (carolchili@fuse.net), Membership Chair & Council Resource Member



REMINDER TO THE INCOMING/RETURNING PRESIDENTS

Don't forget to fill out the HCC Mailing List/Yearbook Information Sheet with the names of your officers and some of the chairman for next year. Please return it by the due date even if you don't have all the positions filled (you can update it as you fill positions.) Council uses this information for our Handbook, Council Messages, event mailings and for other information distributed throughout the school year. You will be receiving it within the next month from your Area Advisor or by e-mail.

COUNCIL GAME WINNERS

October: Debbie Huber, Delegate, Harrison Elementary

November: Jen Bixler, Delegate, Pleasant Run Elementary

March: Donna Elbe, member, Colerain Middle and High Schools

For the School of Information we will have a door prize drawing instead of a game.

The games will return next year – Hope you had fun playing.

