

**Fremont Council PTA
Committee Reports – February, 2011**

**Agenda of the Association Meeting – February 7th, 2011
FUSD 4210 Technology Drive – Fremont, CA.**

Welcome and Introductions: Susan Nathan – Fremont Council PTA president

A: Peralta District PTA Association meeting: 7PM – 7:15 PM

- Proposal to sponsor the CA State PTA resolution: Science, Technology, Engineering and Mathematics (STEM) Education: Alison Wiscombe
- Adopt 2010-2011 Goals: Alison Wiscombe
- Adopt 2010 End of Year audit: Amy Williford
- Adopt End of Year Annual Financial Report: Nancy Mitchell
- Adopt 2010-2011 budget: Nancy Mitchell
- Ratification of checks **#1905 through #1971** and **#2244 through #2262**.
- Approval of minutes from last association meeting June 7, 2010: Nancy Mitchell

There will be no financial secretary's or treasurer's reports. There will be no bills presented for payment. The next Peralta meeting is on Tuesday, February 15th at ACOE at which time those reports will be given. To speed things along, the Peralta goals, audit report, annual financial report, budget, and the minutes are reprinted in these Committee Reports.

B: Fremont Council PTA Association meeting: 7:15PM – 9:00 PM

- **Financial Reports:**
Financial Secretary: Barbara Bousquet
Treasurer: Anu Krishna. Ratification of checks paid. Approval of new bills.
- **Minutes:** Nancy Mitchell. Please read the minutes in the committee reports and print them out for your convenience. There was one change on the topic of the next outreach program: the correct topic is "Teen/Childhood Mental Health."
- **Minutes:** the last association minutes were the December 13th minutes. They have already been emailed out. Please look them over for approval at this association meeting.
- **Nominations Committee:** Meryl Shatzman
- **Resolution:** Susan Nathan/Linda Dewlaney
- **Arclight Repertory Theatre:** Education program. Mark Gelineau, Director of Educational Outreach
- **FUSD Budget Presentation:** Bill Stephens, Assistant Superintendent, Business Services
- **Officer/Chair reports:** Founders Day: Lily Aseo.
- **Adjournment:** 9PM.



Peralta District PTA

Mission, Goals and Priorities 2010 – 2011

Mission

The mission of the California State PTA is to positively impact the lives of all children and families by representing our members, and empowering and supporting them with skills in advocacy, leadership and communications.

Goals and Priorities

1. Promote, increase and support membership.
 - Identify and respond to the needs of our members and potential members.
 - Provide quality programs, resources and marketing tools to assist our councils and units.
 - Promote inclusion and expand community outreach.
 - Promote the value and relevance of PTA membership and increase by 5%.

2. Build awareness about the impact of PTA in Alameda county, through the work of district, council and units.
 - Raise the positive visibility of PTA in the community and media.
 - Promote participation in State PTA award, grant and scholarship programs.
 - Promote the value and benefits of parent involvement in PTA.
 - Strengthen existing PTAs and increase the number of units and councils.
 - i. Charter at least 3 new units
 - ii. Charter a council in Hayward
 - iii. Progress towards a council in Oakland by holding at least one Unit Presidents' meeting with the OUSD superintendent in attendance.

3. Promote, support and engage in advocacy on behalf of children, youth and families in our schools and communities.
 - Educate and motivate members to become effective advocates for children.
 - Advocate for changes to policies and legislation to improve the lives of children and families.
 - Organize a candidates' forum

4. Develop, strengthen and diversify leadership at all levels.
 - Provide training and resources that meet the needs of members and are accessible to our councils, units and members.
 - Increase the number of members at the district, council and unit levels who can serve as leaders.
 - Explore various technologies to make the work of PTA leaders more efficient and effective.
 - Recruit and train Area Counselors as contact people for groups of Out of Council units, to provide advice and guidance and networking opportunities with other units.



**Peralta District PTA Association Meeting
Saturday, June 5, 2010 (9:00am – 10:00am)
Arroyo HS MP Room – San Lorenzo, CA**

CALL TO ORDER

The association meeting of Peralta District PTA was called to order by Alison Wiscombe, president, at 9:00am at Arroyo High School on Saturday, June 5, 2010. The attendance sheet is attached to the master copy of the minutes.

WELCOME AND FLAG SALUTE

Alison Wiscombe, president, welcomed everyone and led the Pledge of Allegiance.

INSPIRATION

Alison Wiscombe, president, gave the Inspiration: "I dreamed I saw a studio ..." from the Parent Involvement Pocket Pal.

OPENING REMARKS

Alison Wiscombe, president, provided a brief overview of the day's activities and introduced district board members. She reported that the parliamentarian, Karen Tincher, had resigned and she thanked Karen for her service as a district PTA leader. After reviewing the open positions on the district board, Alison asked that those interested in serving as a district officer or committee member should contact her.

MOTION: Barbara Bousquet moved to ratify the appointment of Dawn Whalen as the parliamentarian for Peralta District PTA as of July 1, 2010. Adopted

• **Approval of Minutes**

Minutes of the March 29, 2010 Peralta District PTA association meeting were approved as presented.

- **Financial Secretary** – The financial secretary's report was presented by Nancy Mitchell, treasurer, in the absence of Sridevi Ganti, and will be filed for audit. Deposits for the period of May 14, 2010 to June 3, 2010 were \$1,134.38. The yearly total deposits from July 1, 2009 to June 3, 2010 were \$181,307.99.
- **Treasurer** – The treasurer's report was presented by Nancy Mitchell and will be filed for audit.

1) Checking Account

Beginning balance as of March 29, 2010:	\$ 11,073.99
Total Income:	<u>\$ 3,758.58</u>
Subtotal:	\$ 14,832.57
Total Expenses:	<u>\$ 6,590.87</u>

Ending balance as of June 3, 2010: \$ 8,241.70

2) Savings Account

Beginning balance as of March 29, 2010:	\$ 12,869.34
Income from Interest:	<u>\$ 2.15</u>
Ending balance as of June 3, 2010:	\$ 12,871.49

Nancy Mitchell reported that there were currently 33,609 members.

• **Presentation of Bills** –

The following bills were presented:

- \$ 89.47 Karen Tincher – Copying of bylaws
- \$ 60.26 Karen Tincher – Postage
- \$ 136.52 Amy Williford – Auditor supplies

MOTION: Cathryn Bruno moved to pay the bills as presented.

Adopted

• **Authorization for payment of bills**

MOTION: Nancy Mitchell moved to pay the bills over the summer.

Adopted

**Peralta District PTA Association Meeting
Saturday, June 5, 2010 (9:00am – 10:00am)
Arroyo HS MP Room – San Lorenzo, CA**

OFFICER REPORTS

- **President** – Alison Wiscombe, president, reported that Peralta District PTA was awarded the Hewlett Foundation Arts Education Grant and Alameda PTA Council was selected to launch the pilot program in four elementary schools. Association meetings this year, which highlighted advocacy, Reflections and Founders Day, were held in Berkeley, Fremont and Hayward respectively. Area counselors were appointed for OOC units and four new units were chartered: Nea Community Learning Center PTA (Alameda PTA Council), Martin Luther King, Jr. Elementary PTA (OOO – Oakland), McClymonds High School PTSA (OOO – Oakland) and Grass Valley Elementary PTA (OOO – Oakland).

- **VP for Membership** – Meryl Shatzman, vice president for membership, reported that membership cards would be distributed at the meeting. Anyone interested in receiving more membership cards during the year should contact Meryl, if they live in the southern part of Alameda County, or Esther Collier, membership chair, if they live in the northern part of the County.

Esther Collier, membership chair, reported that Peralta District PTA received a membership award at the California State PTA convention in May.

Meryl Shatzman, vice president for membership, presented membership awards to units that met or exceeded the 2009-10 California State PTA Membership Challenge of 5% growth. The California State PTA membership theme for 2010-11 is 'Connected for Kids'.

- **Ratification of Checks**

MOTION: Nancy Mitchell moved to ratify checks #1876-1944 as listed.

Adopted

PROGRAM

- **Keynote Speaker** – Alison Wiscombe, president, introduced Debbie Look, Director of Legislation, California State PTA. Using a power point presentation, Debbie Look highlighted the importance of membership for PTA to be an effective voice for children in Sacramento and provided an overview of why advocacy is important. She gave an update on the California State Budget, its impact on children's education and services and what PTA is doing in response to the budget crisis.

ADJOURNMENT

The meeting was adjourned at 10:10am.

Maggie Steele

Secretary

Approved by Minutes Review Committee Date: _____

Susan Nathan, Cathryn Bruno, Pam Chang and/or Nancy Mitchell

1. _____

2. _____

3. _____

AUDIT REPORT FORM

Date 8/31/10 Fiscal Year 2009-2010
 Name of Unit: Peralta District PTA IRS EIN Number: 94-2548177
 Council _____ PTA District: Peralta
 Bank Name Bank of America Account # 06631-08037
 Bank Address 39300 Fremont Blvd City/Zip Fremont 94538

Dates covered by this audit 1/1/10-6/30/10

Check numbers reviewed in this audit 2241-2242:1850-1920

BALANCE ON HAND at time of last audit 12/31/09 (date) \$ 12576.61
RECEIPTS since last audit \$ 55449.99
TOTAL \$ 68026.60

DISBURSEMENTS since last audit \$ 60496.76
BALANCE ON HAND 6/30/10 (date) \$ 7529.84

BANK RECONCILIATION

Last BANK STATEMENT balance 6/30/10 (date) \$ 9884.48
DEPOSITS not yet credited (add to balance) \$ _____
 \$ _____ \$ _____ \$ _____

CHECKS OUTSTANDING (List check number and amount)

1861	\$8.50	1906	\$149.73	1916	\$884.25
1897	\$333.00	1909	\$272.00	1903	\$707.16

TOTAL outstanding checks (subtract from balance) \$ 2354.64
BALANCE in checking account 6/30/10 (date) \$ 7529.84

*These lines must balance.

I have verified that all tax forms, PTA- and government-required forms have been filed, if required.

The following is all that needs to be read when the auditor's report is given:

I have examined the financial records of the treasurer of Peralta PTA/PTSA and find them

- correct
- substantially correct with the following recommendations
- partially correct; more adequate accounting procedures need to be followed so that a more thorough audit report can be given
- incorrect

Audit completed 8/31/10 Auditor's Signature Amy Williford
 Audit adopted 9/20/10

Copies: unit president unit secretary unit treasurer council auditor OR district auditor
 Attach copy of tax form(s) to next level of PTA (council or district).

Submit separate report of explanation and recommendations to executive board.
 A separate audit form must be completed for each bank account.

6Aungo

COMPLETE THIS FORM & MAIL TO:
Amy Williford – Auditor, Peralta District PTA
466 Vineyard Place, Pleasanton, 94566

AUDIT REPORT FORM

Date 8-31-10 Fiscal Year 2009-2010
Name of Unit Peralta District PTA IRS EIN Number 94-2548177
Council _____ PTA District Peralta
Bank Name Bank of America Account # 38037-05231
Bank Address 3930 Fremont Blvd City/Zip Fremont 94538

Dates covered by this audit 1/1/10 - 6/30/10
Check numbers reviewed in this audit none 6Aungo

BALANCE ON HAND at time of last audit 12/31/09 (date) \$ 12867.26
RECEIPTS since last audit \$ 6.38
TOTAL \$ 12873.64

DISBURSEMENTS since last audit \$ -
BALANCE ON HAND 6/30/10 (date) \$ 12873.64*

BANK RECONCILIATION
Last BANK STATEMENT balance 6/30/10 (date) \$ 12873.64
DEPOSITS not yet credited (add to balance) \$ -
\$ _____ \$ _____ \$ _____

CHECKS OUTSTANDING (List check number and amount)

#	\$	#	\$	#	\$
#	\$	#	\$	#	\$

TOTAL outstanding checks (subtract from balance) \$ -
BALANCE in checking account 6/30/10 (date) \$ 12873.64*

*These lines must balance.

I have verified that all tax forms, PTA- and government-required forms have been filed, if required.

The following is all that needs to be read when the auditor's report is given:

I have examined the financial records of the treasurer of Peralta District PTA/PTSA and find them

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- substantially correct with the following recommendations
- more adequate accounting procedures need to be followed so that a more thorough audit report can be given
- incorrect

Audit completed 8/31/10 Auditor's Signature Amy Williford
Audit adopted 9/20/10

Bank of America Account # 06631-08037

BALANCE JULY 1, 2009 **\$3,401.42**

RECEIPTS

Contributions/Grants	1,000.00	
District Per Caps	10,394.50	
Interest Income	1.30	
Inventory	737.50	
Founders Day	290.82	
State Convention Other	1,226.00	
Training	2,953.00	
Fundraisers	<u>3.10</u>	
Total District Receipts		\$16,606.22

RECEIPTS NOT BELONGING TO THE DISTRICT

State/National Per Caps	101,334.00	
Insurance/Workers Comp	64,361.81	
Late Fees	225.00	
Trust Funds	756.15	
Free Will Offering	<u>1,007.77</u>	
Total Receipts Not Belonging to District		\$167,684.73

TOTAL RECEIPTS

Subtotal **\$184,290.95**

EXPENSES

Contributions/Grants	2,334.16	
Inventory	271.68	
Founders Day	373.49	
State Convention Other	977.17	
Training	2,425.33	
Awards/Grants	70.00	
Conferences/Dinners	360.48	
National Convention	0.00	
PTA-University	330.00	
State Convention Delegates	2,444.94	
Reflections	691.28	
Teacher of the Year	500.00	
Copies	520.27	
Communications/Web site	538.03	
Postage	436.15	
District Insurance	120.00	
Supplies	219.82	
Hospitality	0.00	
Trust '08-'09	<u>24.00</u>	
Total District Expenses		\$12,636.80

EXPENSES NOT BELONGING TO THE DISTRICT

State/National Per Caps	101,334.00	
Insurance/Workers Comp	64,361.81	
Late Fees	300.00	
Trust Finds	522.15	
Free Will Offering	<u>1,007.77</u>	
Total Expenses Not Belonging to District		<u>\$167,525.73</u>

TOTAL EXPENSES **\$180,162.53**

BALANCE JUNE 30, 2010 **\$7,529.84**

Bank of America Savings Account #06637-05231

<u>BALANCE 7/1/09</u>		<u>\$12,860.78</u>
Income	12.86	
Withdrawals	<u>0.00</u>	

BALANCE 6/30/10 **\$12,873.64**

Information for RRF-1 Form July 1, 2009-June 30,2010

ASSETS

Checking Account	7,529.84	
Savings Account	<u>12,873.64</u>	
<u>TOTAL ASSETS</u>		<u>\$20,403.48</u>

GROSS REVENUE

Checking Account	16,606.22	
Savings Account	<u>12.86</u>	
<u>TOTAL GROSS REVENUE</u>		<u>\$16,619.08</u>

Signature of Treasurer

Nancy Mitchell

Date

7/13/10

Peralta District PTA Budget 2010-2011
Nancy Mitchell, Treasurer

DISTRICT BUDGET

INCOME	BUDGET
Contributions/Grants	1,000.00
District Per Caps	15,000.00
Interest Income	1.20
Inventory	800.00
Founders Day	251.94
State Convention Hospitality	1,225.00
Training	3,000.00
Trust '09-'10	<u>75.00</u>

TOTAL INCOME 21,353.14

EXPENSES

Contributions/Grants	3,000.00
Health/Safety Grant	1,459.12
Teacher of the Year	500.00
Inventory	800.00
Founders Day	600.00
State Convention Hospitality	1,000.00
State Convention Delegates	3,000.00
National Convention	1,500.00
Training	3,000.00
Awards	100.00
Conferences/Dinners	1,000.00
Reflections	1,000.00
Regional Event	600.00
Copies	800.00
Communications/Web Site	1,000.00
Postage	1,000.00
Supplies	400.00
District Insurance	120.00
Organizational	200.00
Trust '09-'10	<u>280.50</u>

TOTAL EXPENSES 21,259.62

SAVINGS ACCOUNT BUDGET

BEGINNING BALANCE	12,873.64
INCOME	12.00
EXPENSES	<u>0.00</u>
ENDING BALANCE	12,885.64

NONDISTRICT BUDGET

INCOME	BUDGET
State/National Per Caps	101,000.00
Insurance/Workers Comp	65,000.00
Late fees	250.00
Trust Funds	700.00
Free Will Offering	<u>1,000.00</u>

TOTAL INCOME 167,950.00

EXPENSES

EXPENSES	BUDGET
State/National Per Caps	101,000.00
Insurance/Workers Comp	65,000.00
Late fees	250.00
Trust Funds	700.00
Free Will Offering	<u>1,000.00</u>

TOTAL EXPENSES 167,950.00

Checkbook 7/1/10

BEGINNING BALANCE	7,529.84
Dist INCOME	21,353.14
<u>Nondist INCOME</u>	<u>167,950.00</u>
SUBTOTAL	196,832.98
Dist EXPENSE	21,259.62
<u>Nondist EXPENSE</u>	<u>167,950.00</u>
ENDING BALANCE	7,623.36

Checkbook 6/30/11

Adopted at the board meeting of 8/23/10

To be adopted at the association meeting of 10/18/10

**Fremont Council PTA Executive Board Meeting
January 10, 2011
4210 Technology Drive Fremont, CA 94538**

CALL TO ORDER: The meeting was called to order at 7:05 PM by president Susan Nathan. The pledge of allegiance was recited.

MINUTES: The minutes from the December meeting were approved as written.

FUSD REPORT: Dr. Deborah Sims

- A. The next community meeting will be for the Mission San Jose Attendance Area, although anyone is welcome to attend.
- B. The district is looking at ways to make communication better across the board. The hiring process for a new Technology Director will begin soon. The FUSD web site is having network / server issues.
- C. The district is watching as events unfold in Sacramento. Seven new individuals with strong education backgrounds have been appointed to the State Board of Education.
- D. The governor's budget is out; K-12 has been minimally impacted. The School Services Report will provide information to the public so that people can be involved and provide input.
- E. The district is having retiree Bill Stevens continue to work with community budget meetings.
- F. Late-start kindergarten will be a three-year process. Current cut-off month is December; over the next three years, cut-off will be November, October and finally September. More information will be out as plans are finalized. The district is currently in the data-gathering process.
- G. The GATE task force will be making a report to the board on January 26th on the honors program. The next task will be GATE eligibility requirements – discussion will be in February.
- H. The district continues its discussion on the budget.
- I. The cost to high schools of PSAT preparation is still on the table.
- J. AVID – Advancement Via Individual Determination – a secondary school program, was discussed.
- K. Restrictions on after-school bake sales will be looked into.

FUSD ARTS COMMITTEE UPDATE: Ray Gustas

In March of 2011 (day to be decided) there will be a reception and student art show. The goal for next year is to have the elementary school art show in the fall and the secondary school art show in the spring. Two of our art teachers were honored by the California Arts Education Association – Edie Christensen (Mission HS) as outstanding visual arts educator and Susan Manbiean (Hopkins JHS) as outstanding all-around arts educator. Susan is also co-chair of the state art educators association.

FINANCE

Treasurer's Report – Anu Krishna

Those units, except SEPTA, who paid insurance late fees will get refunds due to the district fast-tracking of insurance payments.

Beginning Balance:	\$14,866.98
<u>Income:</u>	<u>\$ 2,479.00</u>
Subtotal:	\$17,345.98
<u>Expenses:</u>	<u>\$ 3,100.96</u>
Ending Balance:	\$14,245.02

The treasurer's report will be filed for audit.

The financial secretary's report was not given and will be given next month.

**Fremont Council PTA Executive Board Meeting
January 10, 2011**

CHAIRMAN REPORTS

Outreach – Lori Naylor

Everyone has received the “Teen/Childhood Mental Health” flier; 48 people are already registered. Our budget for Outreach has currently been depleted and we still want to do a cyber-bullying workshop. Lori moved to amend the budget to provide \$600 for the cyber-bullying workshop. **s/adopted**

1st VP – Linda Dewlaney

- A. Spotlight Award applications are due to the State PTA office by February 1st. Five applications will be coming in soon to Linda from Fremont units.
- B. Peralta Trainings: (1) Wednesday January 12th at ACOE between 7-9 PM for bylaws, audits, president, treasurer, and secretary. (2) A multi-district all-day Building Leadership in Councils and Districts workshop on January 22nd at Arroyo HS. Please sign up for these trainings!
- C. From the Fremont Main Library comes volunteer information for high school students needing community service hours. An informational handout is available.

Membership – Beena Ammanath

Beena handed out the latest spreadsheet on membership numbers and dues amounts.

Founders Day – Lily Aseo

There were no nominations for a council award. The celebration has been moved back to March 24th to allow for any nominations. The theme is “A Tradition of Commitment” and honors the good works, past and present, of each unit. Please send unit mementos (photos, charters, events, etc.) to Meryl Shatzman for inclusion in a slide show. Due date: no later than March 1st.

Dates:

January 28th – council nominations due

March 1st – mementos due to Meryl

March 7th – list of unit people turned in to Lily for inclusion in the program

March 7th – RSVP for all attendees

March 24th – ceremony will be at Spin-a-Yarn

Audit – Nancy Mitchell

The audit committee of Heather Black and Nancy Mitchell completed the audit of the Fremont Council PTA and found the books to be in excellent condition. The audit will also be presented at the next association meeting.

Reflections – Becky Bruno

Out of 24 submissions to Peralta District PTA, 13 have moved on up to the State PTA level. Becky brought those submissions that did not go on and asked units to please pick them up.

Going to the State PTA:

Dance Choreography: Malia McConville (Brookvale), Ella Gunady (Glenmoor), Christina Wang (Irvington)

Film Production: Gavin Mortensen (Vallejo Mill), Kelsey Wong (Irvington)

Literature: Ella Gunady (Glenmoor), Meera Jayaraman (American)

Musical Composition: Jonathan Kretchmer (Gomes), Alex Wang (Irvington)

Photography: Kristen Berling (Centerville), Zachary Nicholson (Glenmoor), Richard Sargent (Irvington)

Visual Arts: Sreejay Pedapenki (Centerville)

Meeting Change – Susan Nathan

Next month’s Fremont Council PTA meeting will be an association meeting so that we can consider sponsoring a convention resolution along with Peralta District PTA.

**Fremont Council PTA Executive Board Meeting
January 10, 2011**

SPEAKERS

FUDTA (Fremont Unified School District Teachers Association)

Marta Dragos, Brannin Dorsey, Sherea Westra

Representatives of the teachers' union spoke to council members on the goals of the union – goals shared with the community – which include the successful parcel tax vote, working conditions / learning conditions, and the access of all children to a free and public education. Discussed were the topics of credentialing, board policy, the education code, the Office of Civil Rights, average daily attendance, Americans with Disabilities Act, Individuals with Disabilities Education Act, No Child Left Behind, the penal code and CPS reporting, the State Board of Education, and the collective bargaining agreement. For further information, please consult the web site: FUDTA.ORG.

ADJOURNMENT

Due to lack of time, the Table Topic was tabled until the next available meeting!

The meeting was adjourned at 8:55 PM.

Nancy Mitchell

Fremont Council PTA secretary

Next Fremont Council PTA meeting: Association meeting, February 7th, 2011. 7PM. FUSD.



Fremont Council PTA Outreach Free Parent Education in Fremont
A 2-part series about Childhood/Teen Mental Health

**February 16th and February 23rd, 2011 at Washington High School Cafeteria 7:00
p.m. – 9:00 p.m.**

In addition to the normal ups and downs of childhood and teen life, more serious problems can occur. Depression, anxiety, suicidal thoughts, addiction and bi-polar are mental health issues that also can affect our children, and today's parents want more information to help them recognize and work effectively with these serious situations. Whether your family is currently dealing with one of these problems or you just want to be more informed, come to this important two-part series on mental health and our kids.

Over the course of these two evenings, we'll be looking at the signs of mental health problems, finding resources available for help, creating more mentally healthy environments, and learning strategies parents can use to help children and teens develop the emotional resilience they need to respond appropriately to the challenges and frustrations of growing up.

Send RSVP for one or both events to Lori Naylor at lorinaylor@gmail.com Please include the event date(s) in your RSVP. Thanks!

Instructor: Elaine Culverwell, a marriage and family therapist, has over 20 years of experience working with the kids and parents of Fremont. She is a former teacher in the Fremont Unified School District and now teaches parenting classes for Fremont's Youth and Family Services. She works with individuals, couples and families in her private therapy practice.



Parliamentarian Report for Feb 2011

Every unit's annual election is quickly approaching! **Have you established a nominating committee yet?** If not, you MUST do so at your February meeting. Detailed information about the nominating committee and elections can be found on the Council website under Parliamentarian, <http://www.fremontcouncilpta.org/partliamentarian>. The same info is in the management section of *California State PTA Toolkit – 2009*, section 2.2 Nominations and Elections beginning on page 38 (link, <http://www.capta.org/sections/resources/downloads/toolkit-2009/toolkit-en-02.pdf>).

I attended the Peralta District eBylaws training along with a couple of Fremont units. The district parliamentarian is to send the presentation and "worksheet" to be completed to use while updating via eBylaws which I'll forward via the Yahoo Group and have posted to the council website.

Updating bylaws has never been so easy! No filling out packets, no making a bunch of copies, no going to the post office to mail them to me. Simply update using eBylaws which generates a PDF that can be emailed to me for review and to your executive board for reference until your approved bylaws signed by the CA State PTA are returned to you for adoption by your association.

The following units need to make it a priority to review, update, and submit their bylaws during the second half of the school year.

Units with bylaws overdue!

Brookvale (working on)
Grimmer
Green
Horner
Walters

Units with bylaws due to be updated this year:

Cabrillo
Forest Park
SEPTA
Gomes (working on)
Maloney
Mattos
Oliveira
Patterson
Warwick

Continued on next page

Parliamentarian, continued

I'll send individual emails to each president of the units listed above with all you need to get going and complete the process. The one thing you need to do if you haven't yet is have your unit set up in eBlaws by clicking "eBylaws" on the CA State PTA home page or follow the link, <http://www.capta.org/sections/management/e-bylaws.cfm>, then click "request a password". Simply supply the requested info, then you will be requested to create a user name. **This is not your personal user name and password, but your unit's.** You may want to consider a user name that makes sense for your unit. I requested "whsbylaws" for WHS PTSA. Once you've created a user name, you'll be directed to the next page on which you click "Done". Within a couple of days you'll receive two emails: 1) user name / password and 2) instructions. Once you've received, make sure you record your unit's eBlaws user name and password in your standing rules.

I'm available to lend a hand, just let me know...

Melinda

melinda.kufeld@sbcglobal.net or 793-7460



FOUNDERS DAY, 2011

As announced, Fremont Council Founders Day celebration will take place on Thursday March 24 at Spin-A-Yarn restaurant. Price is \$20 per person. Time is from 4:00-6:00pm.

- Send in your RSVP and payment to Lily Aseo by **March 7.**
- Email Lily the listing of the Founders Day honorees from your unit for inclusion in the program by **March 7.**
- By **March 1st**, send Meryl Shatzman the date that your PTA was chartered; and old or new photos from your PTA activities for inclusion in slideshow.



Financial Column from the Financial team
-Anu Krishna, Treasurer & Barbara Bousquet, Financial Secretary

Thanks to all who have turned in the required paperwork. Workers' Comp forms must be filled out and signed even though you did not pay any workers. Forms are due now: if you do not turn in a form, the insurance company assumes that you **DO** have employees and will adjust next year's rate upward. Help keep our rates low by filling out a form. The premium surcharge is 3.5%.

Please turn in per caps monthly as you receive them from your members. Membership is a year-round activity and we appreciate the year-round support!

Copies of your mid-year audit are due to the audit tray. They are collected by Nancy and forwarded to the district PTA. There are still some year-end audits outstanding from last fall. Lack of an audit can be indicative of a financial house that is not in order. Please contact Nancy if you need help with your audit.

Spotlight on Spotlight Award Applications

I am extremely pleased that we received SEVEN applications for the PTA Spotlight Award and all of them were sent on to California State PTA. The applications were as follows:

American High -- Membership and Outreach, submitted by Lori Naylor
American High -- Collaboration, submitted by Lori Naylor
Glenmoor Elementary -- Family Involvement, submitted by Stephanie Harrison
Gomes Elementary -- Membership and Outreach, submitted by Roshini Kingsley
Millard Elementary -- Environmental, submitted by Valorie Wagner
Millard Elementary -- Family Involvement, submitted by Valorie Wagner
Parkmont Elementary -- Advocacy, submitted by Ann Crosbie

Congratulations to these PTAs/PTSAs for having such fabulous programs, and for taking the steps needed to apply for the Spotlight Award. We will feature the programs and applications at a future Fremont Council meeting. Good luck to all of you!!

Linda Dewlaney
1st VP/Leadership
Fremont Council PTA

NOMINATING COMMITTEE

The Nominating Committee would like to present the slate of candidates for the upcoming Board election. We thank all of leaders who have stepped forward to ensure that Fremont Council continues as a highly effective organization that serves all it's participating members.

President – Melinda Kufeld

1st VP (leadership) – Meryl Shatzman

2nd VP (programs) – OPEN

Secretary – Nancy Mitchell

Financial Secretary – Barbara Bousquet

Treasurer – OPEN

Auditor – Sridevi Ganti

Historian – OPEN

Membership - Beena Ammanath

As you can see, we have several positions still open. I urge you to consider to step forward and accept a position, or to reach into your units and urge others to come forward. Contact merylshatzman@yahoo.com if you want detailed job descriptions.

Submitted by Nominations Committee: Ann Crosby, Ed Patron, Francine Loudon, Lily Aseo (alt), Liz Fischer (alt), Meryl Shatzman, Stephanie Harrison



The End!