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**Area 16**  
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# *Sweet 16 News*

**Volume 2, Issue 1, September 2007**

## **Inside this Issue**

- 1** From the President
- 3** Region V News
- 4** Membership
- 5** Money Matters
- 6** Historian
- 7** Arts in Education  
Parent Education
- 8** Environmental  
Communications
- 9** Area 16 Board
- 10** Council News
- 11** Training Schedule
- 12** Calendar

## **From the President**

*Susanne Hutchinson,  
Area President*



Area 16 PTA welcomes you back for the start of another fantastic school year! By now, your children have settled into routines and your PTAs are up and running and enrolling lots of new members! Be sure to guide your members to the Texas PTA website so they can start accessing those wonderful Member Benefits.

Area 16 PTA welcomes three new PTAs to the family: Killian Middle School PTA in Lewisville ISD, Paloma Creek PTA in Denton ISD, and Kinkeade Early Childhood PTA in Irving ISD. Each of these PTAs has a liaison assigned to support them during their inaugural year in addition to the support they receive from their Council and their Field Service Rep.

Be sure to visit the Area 16 PTA website often at [www.area16pta.org](http://www.area16pta.org) for information about upcoming events and trainings. With the multiple training dates being offered by the six outstanding Councils in Area 16, you are sure to find a date and location that works for you. Is it okay to attend training offered by a Council other than your own? Of course! We're all part of the same PTA family, and our goal is for each PTA to get the tools and training needed to serve its members.

**A special note to our PTAs not connected with a Council:** We are here for you! We realize it might be a bit of a drive to attend Officer and Chairman Training or Leadership Orientation Training already being offered by our six Councils. With that in mind, your Area 16 PTA board wants to come to YOU. Please watch our website for information about Area 16 PTA Roadshow Training – coming soon to a location near you! In the meantime, please know

**From the President** *continued*




that your Area 16 PTA Board of Directors is a group of 19 dedicated and energetic individuals who are here to support and serve you. Please contact us with questions or concerns that you might have.

With the weather just starting to finally cool off, it seems strange to be thinking about next spring already, but.....Mark your calendars now for Area 16 PTA Spring Conference to be held Saturday, April 26, hosted by Carrollton-Farmers Branch ISD Council. What is Spring Conference? This is our annual meeting where you will elect 2008-2009 officers to the Area 16 PTA Board, attend workshops, view a Parent Education program, and network with leaders from all over Area 16. Why should you go? It is affordable training that is close to home and presented by Area 16 and Texas PTA Board members. It is a great opportunity to get a head start on early training for 2008-2009. So, help spread the word – it will be The Place to be!

We are very excited about all the great things happening at the Council and Local PTAs within Area 16. We know this will be another outstanding year for increased membership enrollment and participation in the PTA Reflections Program, the Texas PTA Environmental Contest, parent education programs, and awards at all levels. Please visit our website often so you are aware of deadlines and events, and please don't hesitate to contact us if you need help or have questions – or if you just want to share a success story! We love to hear from you!

Susanne Hutchinson  
President, Area 16 PTA  
[President@Area16PTA.org](mailto:President@Area16PTA.org)  
972-355-6668 (home)  
817-291-4226 (cell)

## **2007-2008 PTA Themes**

Reflections <i>"I can make a difference by..."</i>	
Environmental Awareness Contest <i>"What Can I Do?"</i>	
Membership <i>"Passport to Achievement"</i>	

## Region V News

*Pam Becknal, Texas PTA Region V Vice President*

### Leader Orientation Trainer's Course

Texas PTA will be providing a Leader Orientation Trainer's Course October 13 in Irving for the DFW area. Please contact Susanne Hutchinson ([President@Area16PTA.org](mailto:President@Area16PTA.org)) for approval if you are interested in becoming a trainer. All Area PTA officers must be a certified trainer for this course. Visit the Area 16 website – [www.area16pta.org](http://www.area16pta.org) – for more information and approval forms.

Thank you for all that you do for the students, parents, and teachers of Texas!

### PTA Publications

National PTA	 The National PTA Magazine <a href="http://www.pta.org/pr_our_children_magazine.html">http://www.pta.org/pr_our_children_magazine.html</a>
Texas PTA	 everychild.onevoice. <sup>®</sup> <a href="http://www.txpta.org/members/Voice.html">http://www.txpta.org/members/Voice.html</a>

The Area 16 PTA Board has the following vacancies:

- Field Service Rep. North
- Legislative/Advocacy

If you, or anyone you know, is interested in either position, contact Susanne Hutchinson, Area 16 President at [President@Area16PTA.org](mailto:President@Area16PTA.org) for more information.



## Membership

### *Marlene Steward, Area 16 Membership*

This year's theme is "Passport to Achievement" and by this time, all of you are well into your Membership Drives. I hope you are all successful.

Texas PTA recognizes local units for hard work. Some of the awards are:

- The Golden Apple Award. This is for PTAs which recruit 100% of the school faculty. Deadline is October 15<sup>th</sup> and the form is available at [www.txpta.org](http://www.txpta.org).
- The Early Bird Award. Submit your membership list and dues for 75% of your previous March 15<sup>th</sup> membership to TXPTA by September 30. This award does not require a form.



There are other awards described at [www.txpta.org](http://www.txpta.org). Visit the site and be a Winner!!

A great "extra" for being a PTA member is the Members Benefit Cards. They should be given along with the membership cards. PTA members can visit [www.txpta.org](http://www.txpta.org) and find out what the benefits are and the codes needed to take advantage of them. Benefit Cards were received at SLS along with the membership cards. If you did not pick your cards then, they were mailed to the PTA.

Remember, all dues are to be postmarked by October 15, 2007. It's recommended to send by certified mail, with a signed return receipt requested. Mail your memberships as members enroll. Do not save them until October 15<sup>th</sup>. Be sure to keep a copy of the membership list and give copies to the President, Secretary and Treasurer. If you need additional cards, you can check the box on your membership submission, or visit the online store. Membership cards are valid until October 14<sup>th</sup> of the year listed on the card.

Your dues must be received by State PTA by October 15<sup>th</sup>. You will not be eligible for any of the Fall Awards or eligible to vote at State Convention if the membership list and dues are not received on time. Remember that the membership drive continues until March 15, 2008, so if you miss the deadline, send the membership list and dues as soon as possible.

### **Council Newsletter Reminder:**

Council Presidents please add Susanne Hutchinson ([President@Area16PTA.org](mailto:President@Area16PTA.org)) Area President, Pam Becknal ([pgbecknal@sbcglobal.net](mailto:pgbecknal@sbcglobal.net)) as the Regional VP, and Kathy Blair ([bkblair@tx.rr.com](mailto:bkblair@tx.rr.com)) as the Councils Chairman to your mailing list to receive your Council newsletters. Independents also need to send Susanne Hutchinson a copy of yours if you produce a newsletter.

*Karen Martin, Area 16 Money Matters Chairman*



Major financial developments were shared at Summer Seminar by Karen Slay, Texas PTA Treasurer and President Michelle Humphreys following lengthy discussions with the State Comptroller's Office. Training and practice should follow the spring 2007 Treasurer's guide, noting changes in 990 and sales tax treatment. Slay's August *Voice* article containing links to the Members' Only website is reprinted below, with permission.

### **Big Changes for PTAs 2007-2008**

by  
**Texas PTA Treasurer,  
Karen Slay**

The Texas PTA Treasurer's Guide has been updated and is available on the Texas PTA Members' Web site at - [http://www.txpta.org/members/Resources/chair/6204\\_Treasurers.pdf](http://www.txpta.org/members/Resources/chair/6204_Treasurers.pdf)

Please go to <http://www.txpta.org/salestaxflowchart> to download a full size version of our sales tax flow chart.

#### **Sales Tax**

Texas PTA officers and staff received clarification from the State Comptroller's Office regarding sales tax. The PTA is determined to be the seller only when the PTA purchases the inventory from a vendor AND when the PTA determines the selling price for the goods to be sold. If both of these criteria are not met, the PTA is NOT the seller but is acting as an agent for the vendor (as would be the case for most brochure-type sales). In this case, the event is not eligible to be claimed as one of the two one-day, tax-free days, and the PTA should remit the sales tax to the vendor. The sales from the event are not listed on the PTA's sales tax return, since the vendor—not the PTA—is determined to be the seller. A flow chart explaining this process is provided with this article and in the updated Texas PTA Treasurer's Guide.

#### **Sales Tax & Silent Auctions**

- 1) Sales tax is a transaction tax.
- 2) The PTA should collect sales tax on the selling/auction price of all taxable items sold at their auctions, unless the PTA has declared the auction day as one of their two tax-free days.
- 3) It is irrelevant if the purchaser of the donated item paid sales tax on the item when purchasing the item and provides the receipt showing sales tax was paid to the PTA. Sales tax must be collected on the selling/auction price of all taxable items sold.
- 4) The purchaser of the donated item may use an exemption certificate when purchasing the item to directly donate to the PTA (not using the item for other purposes first).

#### **990 Requirements**

- 990 & Schedule A: Required 4 ½ months after end of fiscal year for PTAs whose gross receipts (before expenses) total \$100,000 or more.
- 990-EZ & Schedule A: Required 4 ½ months after end of fiscal year for PTAs whose gross receipts (before expenses) are more than \$25,000 and less than \$100,000.

## **Money Matters** *continued*

•990-N E-Postcard: Required 4 ½ months after end of fiscal year for PTAs whose gross receipts (before expenses) are \$25,000 or less. This information return can only be filed electronically. If a PTA fails to file this form for three (3) consecutive years, the IRS is required to revoke their non-profit, tax-exempt status. This requirement begins with fiscal year 2007-2008, and the first filing will be due 4 ½ months after the fiscal year ends in 2008 (due 10/15/08 for PTAs whose fiscal year ends 5/31/08; due 11/15/08 for PTAs whose fiscal year ends 6/30/08.).

## **Bylaws Requirements**

- Conflict of Interest Policy
- Records Retention Policy (required by Sarbanes-Oxley Act)
- Contracts must be approved by board; authorized signer on contracts is the president
- Treasurer must complete and submit all required tax returns (990 and sales tax) for their terms
- Non-signer on bank accounts must open and review bank statements

**Templates for the documents referenced and the bylaws can be found on the member portion of the Texas PTA website ([www.txpta.org](http://www.txpta.org)). If you need more information on any of these changes, please contact Suzy Swan at the Texas PTA office at 1.800.TALK.PTA.**

## **Historian**

***Sandi Dreer, Area 16 Historian***

### **What's the ancestry of your PTA?**



Knowing where your PTA has come from and what they have done in the past is important. Having a history that is available to your membership gives your PTA a depth that can encourage involvement and growth. Not providing a history of your PTA can cripple those that follow in your footsteps.

Is a scrapbook required? No, it's not. Does the Historian have to be a "scrapbooker"? No, they do not. Scrapbooks are nice, but the history of the organization can be presented in a written format or even on the computer. The history needs to be a format that can be enjoyed by all.

Area 16 PTA encourages all units to participate in the scrapbook contest. For the first time, judging will also be available for the electronic scrapbooks. Their "books" will also be judged at the Area 16 Spring Conference, along with the more traditional scrapbooks.

The important thing is that the history of the PTA is being kept. Knowing where your PTA has been can provide inspiration and direction for the future.



### 2007-2008 Program Theme: *"I Can Make A Difference By..."*

For more information: <http://www.txpta.org/members/reflections.html>

Forms & downloads: <http://www.txpta.org/members/reflecform.html>

### National PTA Reflections Judging

Congratulations to the following Area 16 students for earning recognition at the **National PTA Reflections** judging! Texas had 8 National winners this year -- 2 from Area 16! We are so proud!

**Award of Merit: Inara Kherani**, 1st grade, 6 years old, literature, "My Favorite Place is My Grandmother's Chair," E.L. Kent Elementary PTA (C-FB ISD Council). View it on the National PTA Site: [http://pta.browsermedia.com/cs/literature/primary\\_division/kherani](http://pta.browsermedia.com/cs/literature/primary_division/kherani)

**Award of Excellence: Courtney Ansley**, 8th grade, 13 years old, photography, "Sale," Ted Polk PTA (C-FB ISD Council). View it on the National PTA site: [http://pta.browsermedia.com/cs/photography/middle-junior\\_division/ansley](http://pta.browsermedia.com/cs/photography/middle-junior_division/ansley)

## Parent Education/Programs

*Leeanne Pritchard, Area 16 Parent Education Chairman*

### Learning is Not Just for Kids

Hi, my name is Leanne Pritchard and I am the Parent Education Chairman for Area 16. In times where there are many more electronics than when we grew up, and more technically-savvy adolescents, we as parents need to be one step ahead. The local PTAs can serve not only your school, but ALL of the children in your community.



There are some fabulous programs from Texas PTA like:

- ABC's of Bullying
- Party 101; Consequences of Underage Drinking
- QPR; for Suicide Prevention
- Road Rules; What Every Parent Should Know
- Six Clicks; Do You Know Where your Child Surfed Today?



These are some great programs for Elementary through High School. Go to [www.txpta.org](http://www.txpta.org) for course descriptions and Campus Request forms. Also consider pairing up with the units that are close by for larger participation. If I can help in any way, please email me at [ParentEd@Area16PTA.org](mailto:ParentEd@Area16PTA.org). Have a great year!

## Environmental

*Tricia Gamez-Stallings, Area 16 Environmental Chairman*

The theme for this year's **Environmental Contest** is **"What Can I Do?"**

The winning entries from your local school are due to Council by **March 1, 2008**. So there is time for planning. A great way to get kids involved is by asking your Art Teacher and Principal about doing it during Art Class.

Here are some Environmental Events going on this year:

October Home Indoor Air Quality Action & Awareness Month  
Oct 22 National Make a Difference Day  
November 15 Texas Recycles Day



If you would like more info on any of the above or more, please call me at 972-242-7989.

## Communications



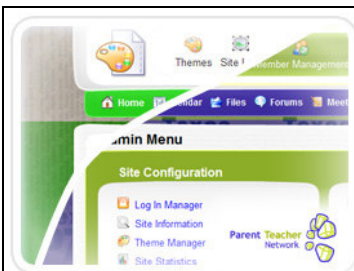
### Area 16 PTA Web Site

[www.area16pta.org](http://www.area16pta.org)

As the official Web site for the Area 16 PTA this can be a great source of information for you and your Area PTA. Area 16 is affiliated with both the **Texas** and **National PTAs**.

**Texas Area 16 PTA was organized on June 1, 2006.** This Area includes: Argyle ISD, Aubrey ISD, Carrollton-Farmers Branch ISD, Callisburg ISD, Coppell ISD, Denton ISD, Gainesville ISD, Irving ISD, Krum ISD, Lake Dallas ISD, Lewisville ISD, Little Elm ISD, Pilot Point ISD, Ponder ISD, Sanger ISD, Valley View ISD, and Walnut Bend ISD. It also includes the following Council of PTAs:

- Carrollton-Farmers Branch [www.cfbpta.org](http://www.cfbpta.org)
- Denton [www.dentonisd.org/5124582465244/site/default.asp](http://www.dentonisd.org/5124582465244/site/default.asp)
- Irving [www.irvingisd.net/pta/](http://www.irvingisd.net/pta/)
- Lake Dallas
- Lewisville [www.lisdpta.org/](http://www.lisdpta.org/)
- Little Elm <http://pta.leisd.ws>



**Free websites for every Texas PTA!**

Visit [www.txpta.org](http://www.txpta.org) for more information

## 2007-2008 Area 16 Board

### Officers

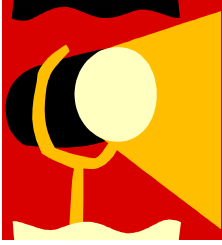
		Email
President	Susanne Hutchinson	President@Area16PTA.org
Vice President	Heather Ashwell-Hair	VP@Area16PTA.org
Secretary	Janie McDuffie	Secretary@Area16PTA.org
Field Service Representative - North	Open	
Field Service Representative - Central	Karen Pynes	FSC@Area16PTA.org
Field Service Representative - South	Kay Smith	FSS@Area16PTA.org
Parliamentarian	Carol Kyer	Parliamentarian@Area16PTA.org
Historian	Sandi Dreer	Historian@Area16PTA.org

### Committee Chairmen

Arts in Education	Sherry Coffman	ArtsInEd@Area16PTA.org
Communications/Publicity	Catherine Carlin	Webmaster@Area16PTA.org
Environmental	Tricia Gamez-Stallings	Environmental@Area16PTA.org
Legislative/Advocacy	Open	
Membership/Inclusion	Marlene Steward	Membership@Area16PTA.org
Money Matters	Karen Martin	MoneyMatters@Area16PTA.org
Parent Education/Programs	Leeanne Pritchard	ParentEd@Area16PTA.org

### Council Presidents

Carrollton-Farmers Branch	Susan Scott	CFBISD@Area16PTA.org
Denton	Stacy Crumpton	DISD@Area16PTA.org
Irving	Lulu Cruz	IISD@Area16PTA.org
Lake Dallas	Marvlous Gowans	LDISD@Area16PTA.org
Lewisville	Kris Vaughn	LISD@Area16PTA.org
Little Elm	Tiffany Troxclair	LEISD@Area16PTA.org



### Council Spotlight

#### Area 16 Councils

We're proud to belong to such an active and dynamic Area! Add "Award Winning" to our accomplishments. Over the summer, the Texas PTA awarded the following honors to the Councils in Area 16. **Congratulations!**

#### Council Awards:

- Outstanding Small Council: **Lake Dallas**
- Outstanding Large Council: **Carrollton-Farmers Branch**
- Outstanding Extra-Large Council: **Lewisville**

#### Electronic Newsletter Award

- Gold Level eNewsletter: **Lewisville**

#### Parent Education Programming Awards

- Gold Level: **Lake Dallas**
- Gold Level: **Lewisville**

#### Website Awards

- Outstanding Council Website: **Carrollton-Farmers Branch**
- Gold Level Website: **Lewisville**



Lewisville ISD Council would like to wish all Area 16 units well as they prepare for their PTA "journey" this year. Grab your passport and schedule your itineraries to see what PTA can do for the children and families in our communities. Don't forget to be well prepared for your trip by taking advantage of local training opportunities and the wonderful resources from National and Texas PTA.

Remember - traveling alone is not as fun as taking a "tour". Make sure you enlist volunteers to help with your "excursions". What a great way to meet new people and develop future leaders.

Bon voyage!

Kris Vaughn

President, Lewisville ISD Council

[president@lisdpta.org](mailto:president@lisdpta.org)

[www.lisdpta.org](http://www.lisdpta.org)

214.513.8359

# 2007 Fall Council Training Calendar

Leadership Orientation Training (LOT) Course Fee is \$6.  
Please make checks payable to Texas PTA

**Unless indicated, all sessions below are Leadership Orientation Training.**

Visit [www.area16pta.org](http://www.area16pta.org) for more information about Leadership Orientation Training sessions.  
Contact Council President to RSVP (to ensure there will be enough materials).

Date	Time	Council	Location
Tuesday, September 18	9:30-11:30 am	Lewisville	LISD Admin Building Rm 164 1800 Timber Creek Road Flower Mound, TX
Wednesday, September 19	11:00am-1:30pm	Denton	Denton ISD Central Services 1307 N Locust Denton, TX 76201
Thursday, September 20	8:45-11:00am	C-FB	Community Learning Center (CLC) 1820 Pearl Street, Building B Carrollton, TX 75006
Saturday, September 22 <b>(Officer &amp; Chairman Training) Visit website for Flyer &amp; Workshop Details</b>	8:30am-12:10pm  12:30-2:30 pm <b>(LOT)</b>	Lewisville	Killough North 9th grade campus 1301 Summit Avenue Lewisville, TX 75077
Monday, September 24	6:30-8:30 pm	Lewisville	Killian Middle School 2561 FM 544 Lewisville, TX 75056
Thursday, September 27	6:15-8:30pm	C-FB	Community Learning Center (CLC) 1820 Pearl Street, Building B Carrollton, TX 75006
Monday, October 01 <b>(Officer &amp; Chairman Training)</b>	6:00-8:30pm	Lake Dallas	Lake Dallas Middle School Main Board Room 325 E. Hundley Dr. Lake Dallas
Monday, October 01 Contact Carrie Moro for more details <a href="mailto:ptaproud@juno.com">ptaproud@juno.com</a>	6:15-8:30pm	Irving	Admin Bldg (Rms 1&2 upstairs) 2621 W. Airport Freeway Irving, TX 75062
Tuesday, October 02	9:30-11:30 am	Lewisville	LISD Admin Building Rm 164 1800 Timber Creek Road Flower Mound, TX
Thursday, October 4	6:30-8:30pm	Lake Dallas	Lake Dallas Middle School Main Board Room 325 E. Hundley Dr. Lake Dallas
Thursday, October 11	6:30-8:30pm	Lewisville	B. B. Owen Elementary 5640 Squires The Colony
Saturday, October 13 <b>(Leader Orientation Trainer's Course)</b>	9:30am-2pm	Region V	Irving ISD Facilities Service Center 3620 Valley View Lane <b>Visit website for Approval Form &amp; More Details</b>
Monday, October 15	9:30-11:30 am	Lewisville	Student Services Building 400 West Main Street Lewisville, TX

## Calendar of Events

### October

Home Indoor Air Quality Action & Awareness Month

#### Deadline

October 15

Due to Texas PTA

- Fall membership dues and report forms
- Fall Membership Awards/Achievement entries

#### Texas PTA Founders Day

October 19

#### October 22

National Make a Difference Day

#### Fall Area Board Meeting

October 23 9:30-11:30am

#### Deadline

October 31

Due to Local PTAs

- PTA Reflections entries

#### Deadline

November 1

Due to Texas PTA

- Recycled Art Contest digital photo of entries

### November 15

Texas Recycles Day

#### Deadline

November 30

Due to Council PTAs

- Local unit PTA Reflections winners

#### Deadline

January 2

Due to Area PTAs

- Council PTA Reflections winners

#### Deadline

January 31

Due date for annual sales tax return

#### Winter Area Board Meeting

February 5, 2008 7-9pm

#### Texas PTA Convention

February 22-24, 2008

#### Area Spring Conference

April 26



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[www.Area16PTA.org](http://www.Area16PTA.org)



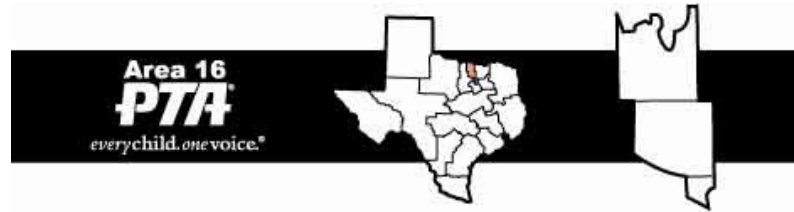
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Area PTA 16 Newsletter is published three times per year – September, December, and March

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### Area 16 Board of Directors

**President:** Susanne Hutchinson  
**1<sup>st</sup> Vice President:** Heather Ashwell-Hair  
**Secretary:** Janie McDuffie  
**Area Field Service Representatives:**  
    **South:** Kay Smith  
    **Central:** Karen Pynes  
    **North:** Open  
**Parliamentarian:** Carol Kyer  
**Historian:** Sandi Dreer  
**Arts in Education Chairman:** Sherry Coffman  
**Communications Chairman:** Catherine Carlin  
**Money Matters Chairman:** Karen Martin

**Environmental Chair:** Tricia Gamez-Stallings  
**Legislative Chairman:** Open  
**Membership/Inclusion:** Marlene Steward  
**Parent Ed/Programs:** LeeAnne Pritchard  
**Carrollton-Farmers Branch Council President:**  
    Susan Scott  
**Denton Council President:** Stacy Crumpton  
**Irving Council President:** Lulu Cruz  
**Lake Dallas Council President:**  
    Marvlous Gowans  
**Lewisville Council President:** Kris Vaughn  
**Little Elm Council President:** Tiffany Troxclair

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Area 16 PTA  
Susanne Hutchinson, President  
[www.area16pta.org](http://www.area16pta.org)