

NWCR PTA Newsletter



Welcome to a new PTA year! Each week I begin a new article for our PTA region newsletter and then some new development with school tears my attention from writing this. I am Jeanette Harris, your Illinois PTA – Northwest Cook Region Director. I hope to bring you this newsletter to introduce you to the entire region board and share resources across our region.

I live in Palatine with my family. I still have 1 son in School district 15, and I have 1 in High School District 211. I am not living the turmoil of families with young students, but I can imagine a bit of the chaos our new virtual classrooms are posing to you. Try to remember that PTA is a voice for children and families and your voices are critical to the discussions being had and the decisions being made. That is why we are all here.

Please read on to see what is happening around our PTA region (D25, D15, and D54) and check out our region website for our [LAUNCH packet](#). In it you will find contact information for our region board, calendars of important dates, websites for training and programs, and region award criteria.

Looking forward to an unforgettable year!

Jeanette Harris
Illinois PTA – Northwest Cook Region Director

Region Calendar

1. Training returns in the fall, is open to all PTA members and is FREE. Plan to come and learn what you need to be successful. [Click to see the schedule and register.](#)
2. Annual meeting Monday, October 5th. [Click to RSVP.](#)
3. Advocacy day in Springfield, (November 17) join PTA members from around the state to learn how to and then speak to our legislators about topics related to our children

Bring your dancing shoes, rounds of applause, and positive energy



Join us **October 5th at 7 PM** (via Zoom)
for a celebration of our leaders, programs,
& the hard work of PTA in our communities.

[Click here to RSVP!](#)

Please **RSVP** so we can reserve the appropriate size Zoom account. Login details will be emailed to registrants.

Council Introductions

Greetings from the Schaumburg Township Council of PTAs!

My name is Cheryl Gleason and I am excited to be leading the council this year. What a school year it has already been! A gigantic thank you goes out to all of the teachers and staff who have already dedicated so much hard work, time and effort in making this school year start off so purposefully. As our STC year gears up, we recognize that we all have unique talents and giftings, and what a powerful opportunity we have before us in this Covid era to be able to engage together to accomplish something strong and united. That's why this year we have themed our year, "Stronger Together." Now, more than ever, our PTAs need each other to collaborate, brainstorm, discuss and support each other thru these challenging times. One of my favorite quotes is "Two combined influences make a greater impact than just two influences." And this is exactly the heartbeat behind our council this year. We invite each of you to embark on this journey with us in sharing, collaborating and coming together to make this a more than memorable school year!

Cheryl Gleason—Schaumburg Township Council President

Northwest Suburban Council (NWSC)

Northwest Suburban Council (NWSC) supports the 20 PTA and PTSA units within Illinois District 15. Our focus for the 20-21 school year is collaboration and communication in order to design and conform to a new normal. In the short time that the school year has been open, the sheer imagination and will shown by our unit leaders is inspiring. Our parents and teachers have taken the "Alone Together" cry very seriously, creating and interacting in countless targeted Facebook groups, and sharing pictures and stories with their schools.

Renee True—Northwest Suburban Council President

Arlington Heights Council of PTA

As we just received the information that our district, District 25, will be remote come Fall, our units are busy sorting through what role our PTAs will have at the start of the year. We've been talking about how to support students, families, and teachers and realizing that we have the opportunity to expand our focus from fun events and fundraising to supporting our community on a deeper level. As a Council, we are hoping to bring speakers (virtually at first) to parents about topics such as maintaining resilience in our homes and structuring our elearning days. We are also brainstorming on how to work with our district on the newly passed resolution affirming the Arlington Heights School District 25 Board of Education's Commitment to Eliminate Racial Injustice. The Arlington Heights Council of PTAs is proud to join forces with District 25 to work on this important resolution and motivate parent involvement in our community.

Liz Nierman—Arlington Heights Council President

PTA Finances: Falling into Place

In a year that looks quite different from our typical “Back to School” there are some pieces of the PTA financial picture that will look the same:

- The Audit Committee should have met, reviewed the financial records of the PTA and prepared the annual audit report;
- The Audit Report should be presented for adoption at the first general meeting of the new fiscal year;
- The Budget should be reviewed by the board and be reflective of the adopted plans of work of board members;
- The proposed Budget should be ready for presentation and adoption at the first general meeting of the new fiscal year;
- The annual Membership Campaign should be underway, and the PTA should be prepared to submit the first installment to dues via MemberHub to the state association by October 1st;
- Appropriate financial practices should be reviewed by the board so that all members are aware of the process being used to collect, count, deposit and distribute PTA funds;
- Preparation of materials for the annual IRS filing should be completed in accordance with the requirements based on gross receipts, and fiscal year end; and
- Communication with you membership should outline programs and services provided by the PTA that support the educational process, promote parental and family engagement, and tools that make advocacy a top priority.

Of course, in this unusual return to school many things will look quite different than they have in the past, so we urge you to review information available through both the Illinois PTA (www.illinoispta.org) and the National PTA (www.pta.org) regarding “Running Your PTA When Schools are Closed;” attend fall PTA training; and reach out if you have questions. The Region Board is here to assist you whenever and wherever you need it.

We also encourage you to determine:

- how you will conduct the financial business of the PTA during social distancing;
- what are on-going operational expenses that will be incurred;
- what are on-going programs that may be revised or put on hold for this year; and
- what are reasonable expectations for fund-raising in a socially distant world

Barb Quinn—Northwest Cook Region Treasurer and Legislation Chair

Membership: Leveraging Everything at your Access

“Now More Than Ever We need PTA to help bring our Community Together!”

Making the case for membership may look a little different but the need is even more critical.

Your PTA can support the universal need for connection by being a bridge between the parents, kids, and the school community. We can provide opportunities to build school spirit, foster communication, and provide support and educational opportunities. We can advocate for our kids on the local level, state, and national level.

Using a variety of communication techniques can help you reach new & returning members:

- Use MemberHub to reach past members asking them to renew membership at the PTA Store link
- Ask your principal to send messages to the ENTIRE school with: PTA information, reasons why PTA is important, PTA's impact, PTA programs, and PTA resources. Send information on HOW TO JOIN with the MemberHub store link as well as an attached Membership form.
- Offer 2 kinds of Membership Experience:
 - Online Through MemberHub with PTA Store Link
 - Electronic or paper membership form for those that want to pay with cash or check. Give them a location to mail to or drop off the form and payment. If to an officer's home address, is there a drop box for people to drop forms and payment off? If so, make sure to empty the box daily for safety purposes.
- Email Teachers with a message reminding them of all the PTA does for them and that they are the middle of the PTA (Teachers) and we NEED their support. Provide MemberHub store link or give them an electronic or paper form that they can mail or drop it off.

Check out online customizable National PTA Membership Campaign resources to help spread the word and all that PTA stands for: <https://www.pta.org/home/run-your-pta/membership-campaign> (Also Available in Spanish)

AND...Join me for my 2-part Membership Workshops in September where we will discuss communication techniques, articulating the Value of PTA, How PTA can remain a positive and relevant resource while building community, & creating an open dialogue with stakeholders.

Julie Holdeman
Membership Chairman

Membership: Leveraging Everything at your Access

Social Distancing Putting a Wrench in your PTA plans?

Help is on the way in the form of New Socially Distant Resources & Ideas on the Northwest Cook Website: <http://ilpta-d37.org>

Check out resources to help you with Socially Distant:

- Communication Strategies, Ideas and Resources
- Online Platforms & Resources
- PTA Program Ideas & Resources
- Membership Strategies & Campaign Resources
- Finances, Budgeting, & Fundraising

*Information was compiled from various PTA sources, trusted Education & Family sites, & much more. Please note we are not endorsing any one company or site; these are just some of many available resources.

We hope these Google Docs will aid your PTA Board with resources for discussions & planning on how to adjust to the "new normal".

Help us keep these resources relevant. Please consider sending ideas, information or resources from your local unit to me at julie.holdeman@comcast.net. Feel free to add the name of your school next to items you input in case anyone wants to reach out with questions.

We hope this will be helpful and thank you for sharing your information.

Julie Holdeman
Membership Chairman

Reflections

I Matter Because...

2020-2021



I hope your student got a jump start this summer on what the Reflections theme means to them. The 2020-2021 Reflections theme is I Matter Because... Fill in the blank and let us know either through something written with words or expressed through dance or music or show us with photography or artwork.

The Reflections arts contest is a National PTA program supporting the arts in education. The categories are: Dance choreography, Film Production, Literature, Music Composition, Photography, and Visual Arts. Rules and entry forms are on the state website (www.illinoispta.org) under Leadership Resources. (Password: EveryChild20)

Parent Topic

Parent Topic

Does your house show calm these days or does it shake and shudder at times? My house looks like it's going to implode when my boys go at it and then my calm is shattered as well. If you know what I'm talking about read this short little article on Managing Sibling Conflict.

<https://www.maginationpressfamily.org/mindfulness-kids-teens/managing-sibling-conflict/>

Recording Secretary

Welcome to the 2020-2021 school year and congratulations on being secretary! Your involvement is key to making a positive impact! Your willingness to be a leader for your local PTA is a wonderful way to give back to your community and be part of a team that advocates for children. Your efforts benefit not only your child, but every child at your school!

In this article, I hope to present helpful tidbits and reminders to start the year. Some PTAs have one secretary, while others have two (Recording Secretary and Corresponding Secretary). No matter your local PTA structure, take the information pertinent to your position and refer to your local unit Bylaws, Procedure Guide and Standing Rules for clarification on your position and duties.

By partnering with your president and fellow officers this year, together you can help make a positive impact to all children in your community. Northwest Cook Region, as well as your local unit President, Council, and State PTAs are here to support you in your role! Please reach out with any questions or concerns.

Have a great year! And thank you for being a steward of your local PTA!

Heather Lepold—NWCR Secretary

Food For Thought:

- Consider utilizing a voice recorder (or download an app on your smartphone) to assist you while compiling the minutes. Discuss with your president and fellow officers to ensure everyone is comfortable with doing so. If you do record, make sure to provide notice of the recording via a declarative statement you include on your agenda or sign-in sheet (something like, "NOTE: this meeting may be recorded for administration purposes"). Another idea is to have the presiding officer make this statement at the beginning of a meeting.
- Peruse online resources made available through National PTA and via LEADERSHIP RESOURCES on the Illinois PTA website.

Secretary Reminders:

- Keep notes simple, but on point. Record only business information as it pertains to PTA, not side conversations. Decision made, not how it was made.
- Ensure to take (or obtain a copy) of the agenda, sign-in sheet, and any documents discussed or provided (like treasurer's reports or budgets). These will help when typing up the minutes and to include along with approved minutes of the secretary files.
- Complete minutes as soon as possible after the meeting so things are fresh in your mind and send to the President (or presiding officer) promptly for review.
- Minutes are to be kept forever (in accordance with IRS as a non-profit organization).
- Minutes are also a way for your membership to stay up to date on what transpired since the last meeting and gain an understanding of any decisions.
- Post minutes where your members can access them.

Secretary Resources:

Access resources created by National PTA, at [PTA.org/](https://pta.org/) > Run Your PTA > ...

eLearning

- Become an Amazing PTA Leader - Local PTA Secretary Roles & Responsibilities (~30 min)
- Gain Nonprofit Management Skills - Quick Guide to Taking & Approving Minutes (~10 min)

Local Leaders Kit

- Leadership – Get Organized (2. PTA Board Roles & Responsibilities)