

CAPTA STATE CONVENTION...

WOW!

It's less than 200 days until the California State PTA Convention 2012!

WOW!

The delegates have spoken and CAPTA has responded!

Maybe this is why the theme of the California State PTA Convention 2012 is

WOW! PTA!

You asked for only one General Meeting a day and you've got it!

You've asked for an Emerging Leadership Track and you'll get one!

You've asked for no nightly activities sponsored by CAPTA. CAPTA says "Your On!"

You've asked for affordable hotel rooms. The Anaheim Hilton Resort and Spa says "\$189.00 per night for up to two people. Your third person is \$10.00. Your fourth person is \$10.00 too."

You've asked for incentives. CAPTA says "Stay three nights at the Hilton Anaheim Resort and Spa (May 9-11, 2012) with any two full-time registrations and receive a third registration of any type free!"

Now that makes me want to say WOW!

113th Annual CALIFORNIA STATE PTA Convention

May 9-12, 2012

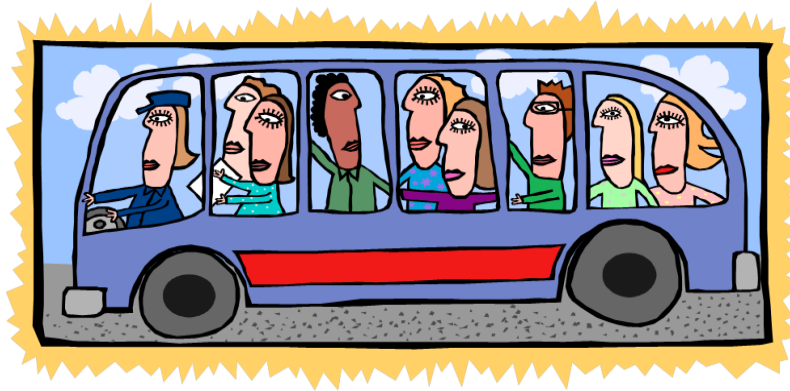
Anaheim, CA

Start making your plans to attend. More details to follow!



The Poinsettia

The 12th DISTRICT LEADERSHIP TEAM
Presents
Our Annual General Association Meeting
and
FINANCIAL TRAINING FOR
PRESIDENTS AND TREASURERS



Wednesday, November 16th, 2011

at

Rio Vista Middle School
3050 Thames River Road, Oxnard

Dinner and Check-In at 6pm
General Association Meeting at 6:30pm
Class starts at 6:45pm

This is a perfect training for Presidents, Executive Vice-Presidents, Treasurers and Financial Secretaries. Go over all aspects of your financial responsibilities. Learn the day to day checks and balances to keep your PTA/PTSA in good running order.

This is **IMPORTANT** information you need to keep your PTA Unit in good standing with the Internal Revenue Service, the Franchise Tax Board and the PTA Insurance Carrier.

We will start this training with a General Association Meeting.

See Parliamentary and PTA Procedures in action.

See the PTA way for approving budgets, programs and your monthly financial reports.

If you have any questions, please feel free to contact Maria Steck, VP of Leadership, at vpleadership@12thdistrict.org or 805.300.8746

**R.S.V.P. by Tuesday, November 15th, to Maria Steck
so that we can prepare materials and dinner.**

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MEMBERSHIP...



I hope your membership campaign is off to a terrific start. If not, no worries, it isn't too late. Below are some tips to help you.

1. Set up your membership table at every PTA, school, and community event.
2. Work with local businesses and other civic groups to promote PTA, partner on projects, and grow membership.
3. Make time to welcome or thank PTA event attendees and let them know the event was made possible by PTA members. Ask those who enjoyed the event to join PTA to show their support for your unit.
4. Regularly include articles about membership and a clip out membership form in your newsletter.
5. Post basic information on your website such as PTA contact information, PTA mission and objectives, names of board members, a current list of events and activities. Keep your website current and relevant. Outdated material is a sign that no one is monitoring the website.
6. Post PTA member benefits (www.pta.org/benefits) on your website and promote the benefits of membership.
7. Track members who do not rejoin. What can your PTA do to get them back?
8. Show members how PTA advocacy at the state and national levels connects to what is happening in your classroom. Use news from PTA Takes action (www.pta.org/advocacy) to show how membership drives real results.
9. Know that how you treat members will make PTA thrive or fall.

There are many resources on the California State PTA and 12th district websites, be sure to use them. Good luck on your campaign! It will be great!

Randi Denning, 12th District Membership Chair
membership@12thdistrictpta.org

LEADERSHIP TRAINING...

Join us for
12th District Monthly Trainings
Open to all Council and Unit Leaders
Start time: 6:30pm
12th District Cottage: 560 Airport Way, Camarillo



Nov. 28th: **Holding an Election**
Join us on Monday, November 28 for our monthly training topic, *Holding an Election*. Learn the do's of electing your nominating committee and holding your annual elections. Visit the 12th District website for further details.

For further information about our upcoming training events or scheduling a training at your location, contact Maria Steck, 12th District PTA, VP of Leadership, at steckies4@hotmail.com or at 805.300.8746.

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REFLECTIONS...

2011-2012 Theme: "Diversity Means . . ."

Hopefully your Reflections program is in full swing or even winding down by now. There have been many updates sent by e-mail coming from State PTA and all of the updates are now also on-line at capta.org including "Helpful Hints" for Chairs.

Several people have had questions about converting the video and dance entries into .flv format. There are instruction videos also available on capta.org.

Here are just a few reminders for the Council Reflections Chairs.

- Each Unit Chair needs to fill out the Form A Unit level and provide the Council chair with a copy.
- Each Council will then need to fill out the Form A Council level and bring it with you on turn in day. If you can send it to me electronically too that would be great.
- Each Council can turn in 4 entries per category, per grade level to 12th District. Be sure all of your entries have the correct labeling, formatting, permission forms, and consent forms (if needed). Entries that are not complete may be disqualified.

December 2, 2011 - Deadline to submit entries to 12th District is from 5-7 pm at the cottage (if you cannot make this day/time please contact me to make arrangements prior to Dec 2)

Enjoy the work of all our creative students. If you have any questions let me know.

Rose Hoberg, 12th District PTA Reflections Chair
reflections@12thdistrictpta.org

Parliamentarian...

WHAT IS PARLIAMENTARY PROCEDURE?

- Parliamentary procedure is a generic term used to describe rules for conducting meetings of organized groups (like PTA) for the purpose of accomplishing their goals fairly.
- Parliamentary Procedure is not about memorizing rules. It is, however, about understanding some basic concepts that will help you figure out what would be fair, equitable and efficient - concepts such as:
 - Justice and courtesy to all;
 - Rights of the minority protected;
 - Rule of the majority reflected;
 - Partiality to none; and
 - Consideration of one subject at a time.

WHAT IS ROBERT'S RULES OF ORDER?

The body of rules referred to as Robert's Rules of Order is the parliamentary authority for the vast majority of organizations in the United States. Although there are other authorities available, educated guesses estimate that somewhere between 80 to 90 percent of organizations prefer RONR11 as their parliamentary authority. It is currently in its eleventh edition and is titled Robert's Rules of Order Newly Revised (RONR11). The first book by General Henry M. Robert was written in February 1876. This book is revised usually about every ten years; the most recent revision (RONR11) was just released at the close of the National Association of Parliamentarians convention last month.

Our PTA bylaws identify our Parliamentary Authority as Robert's Rules of Order Newly Revised, on page 22, Article XV.

Wendy Laufer, 12th District PTA Parliamentarian
parliamentarian@12thdistrictpta.org

References:
www.capta.org
2011 PTA Unit Bylaws
The Guerilla Guide to Robert's Rules
by Nancy Sylvester, MA., PRP, CPP-T

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HEALTH & WELLBEING...

November is PTA Health Month!

TOP 10 ONLINE HEALTH RESOURCES

Simply "click & go" or "copy & paste"!

1

[National PTA Health & Wellness Pages](#)

This is a wonderful resource for any Health Chair or Unit President. There are links to four sections: Healthy Lifestyles, Nutrition, Illnesses, and Physical Activities. Each section has Parent Guides, Action Guides, Promotional Materials, Tools, Resources, and more. You are bound to find something you can do or share at your school here.

2

[Jamie Oliver and PTA's Toolkit to Fight Childhood Obesity](#)

Jamie Oliver and PTA are proud to release a toolkit for parents and families to give them information they need to eat healthy and to be active together.

3

[10 Things a PTA Can Do to Improve Student Nutrition](#)

Simple things your PTA can do to make a difference today.

4

[National PTA Healthy Lifestyles Parents Guide](#)

A parent's guide to nutrition, fitness, grocery shopping, school wellness policies, and vaccinations.

5

[Alliance for a Healthier Generation](#)

Tools and resources from an all-star cast of people like "Top Chef All Star" Richard Blais, Rachel Ray, NBA Player Brandon Knight, and Bill Clinton to make real life changes in your home, school, and community.

6

[Let's Move: First Lady Michelle Obama's Program to Shape Up America](#)

Extensive resources for Nutrition, Physical Activity, Advocacy and more...Ready to go programs for committee chairs and fun tools for individual families.

7

[Safe Routes: Build & Sustain a Program](#)

Tools, resources and ideas to get an amazing walk to school program off and running at your school. One of the easiest programs to get up and running on school campuses.

8

[A Lean VC](#)

Designed for our community partners to share information about events, news, and resources and also engage Ventura County residents in healthy lifestyles.

9

[NFL Rush Play 60](#)

There are many ways you can join the PLAY 60 movement. You can get involved through school programs, contests and community events.

10

[Time to Talk...about drugs and alcohol.](#)

Tool Kit for parents to talk to kids of all ages about drug and alcohol use and abuse. This kit is an excellent tool that tells parents exactly what to say to their kids, how to find teachable moments, and give kids tools to turn down drugs.

