

# 12<sup>th</sup> District PTA Poinsettia Page

The Official Flower of Ventura County  
March 2011



"Bee" an advocate for kids!

## Lou Langkusch, 12<sup>th</sup> District PTA President...



The difference between Executive Board Meetings and Association Meetings can sometimes be a confusing for all of us. I hope the following information, written by Sue King, PTA State Parliamentarian, will help clarify the differences.



### Closed Executive Board Meetings

The law which guarantees the public's right to attend and participate in meetings of local legislative bodies is the Ralph M. Brown Act. As a private, non-profit member organization, PTAs are not governed by the Brown Act.

*Association meetings are open meeting for all members to attend.* At association meetings, recommendations from the executive board are taken to the association for consideration and action. These recommendations include adoption of the budget, expenditures, programs and fundraisers.

*Executive board meetings include officers, both elected and appointed, all appointed chairmen, the school principal and teacher representative(s).* The president may grant courtesy seats to those with information to present to the board. Those who have been granted courtesy seats may not vote nor may they make motions or debate. With these restrictions, it is easy to see why an open invitation may only serve to further the perception of a clique, and not create the expanded open feeling one would hope to obtain from opening the meeting in the first place.

Executive board meetings are *closed* meetings so that the elected and appointed officers and chairmen can meet, share ideas, discuss problems and work out the sometimes tedious details of a project. There may be times when sensitive issues are discussed and forthright evaluations must be made. Closed meetings protect the board's ability to discuss these issues in confidence.

For members who indicate an interest in attending meetings of the executive board, a chairmanship can usually be created on a board. A chairmanship implies real work or job responsibility and creates a sense of belonging. Most members who have questions about closed meetings are genuinely concerned about making everyone feel welcome and included. Instead of opening meetings to random guests, it is better to create chairmanships for those who are really interested in participating.

In the long run, expanding the board in this meaningful way will do more to develop leadership for the future.

**Congratulation to our newly chartered unit!  
Glen City Elementary, Santa Paula**

**Welcome to 12<sup>th</sup> District PTA!**

**Mary Benton, V.P. Community Concerns, Health  
Education & Welfare...**



**Attendance Counts!**

Legal definitions for absenteeism are:

**Chronic Absenteeism:** A student who is absent for any reason, whether excused or unexcused, on 10 percent or more of the school days in the school year (Education Code 60901)

**Truant:** A student who is absent from school without a valid excuse three full days in one school year and/or is tardy or absent for any 30 minute period during the school day without a valid excuse on three occasions in one school year (Education Code 48260).

**Habitual Truant:** A student who has been reported as truant three or more times within the same school year (Education Code 48262 and 48264.5).

**Chronic Truant:** A student who has been absent from school without a valid excuse for 10 percent or more of the school days in one year, from the date of enrollment to the current date (Education Code 48263.6).

Research shows a correlation between chronic truancy and behavior problems, poor academic performance, and dropping out of school. 75% of all prisoners are high school dropouts.

An empty seat can't learn. Make a commitment to the students in your life, by making sure they are in school and leaning every day, because attendance does count!

Maria Steck, Treasurer...

TAX UPDATE

New Tax filing requirements:

**Internal Revenue Service:** There are new tax filing requirements for the 2010 tax year. For example, the 990N limit has been increased to \$50,000. Go to [www.capta.org](http://www.capta.org) and click on the Tax Filing Updates button on the home page for specific information.

**Franchise Tax Board:** The Franchise Tax Board recently started issuing state entity identification numbers for all PTAs in California. These are not the same as Employer Identification Numbers (EINs) that the federal Internal Revenue Service (IRS) already assigns every PTA.

Starting with the 2010 tax year, the California State Franchise Tax Board (FTB) is requiring all tax-exempt organizations to file the electronic *Form 199N* or *Form 199*. In the past, PTA units and councils were not required to file a *Form 199* if they were unincorporated. Based on this new reporting requirement, all units, councils and districts must now file the *Form 199*. Returns are due the 15<sup>th</sup> day of the fifth month after the fiscal year-end.

**State Attorney General's Office of Registry and Charitable Trust:** In the past, all unincorporated PTA unit were not required to file for a charitable trust number with the Registry of Charitable Trusts. Recently, the State Attorney General's Office has announced a new requirement that all unincorporated units must register with the Attorney General's Office, Registry of Charitable Trusts, and must start filing the *RRF-1* form annually, beginning no later than 2012.

Additional instructions, fillable forms and checklist are available at [www.capta.org](http://www.capta.org) and click on the button on the home page. Please keep checking [www.capta.org](http://www.capta.org) for the latest updates. If you have any questions please contact the 12<sup>th</sup> District Treasurer at [steckiesw4@hotmail.com](mailto:steckiesw4@hotmail.com).

Convention 2011

Long Beach  
Convention Center  
April 28<sup>th</sup>-May 1<sup>st</sup>

Don't forget to register!

**Auditor...**

Units and Councils are reminded that July - Dec, 2010 audits are past due.

Unit audits should be sent to your Council for forwarding to 12<sup>th</sup> District PTA Auditor Marcie Pollock. Out-of-Council Units may submit theirs directly to:

Marcie Pollock  
6168 Deerbrook Road  
Oak Park, California 91377

REMINDER: Year end audits must be prepared by Unit and Council outgoing auditors.

QUESTIONS: Call (818) 706-1546, (818) 424-3344, fax: (818) 706-1546 or email [marciedp@aol.com](mailto:marciedp@aol.com)

For more information regarding audits, check the California State PTA website CAPTA.org, or the National PTA website PTA.org. Thank you for volunteering!



**SAVE THE DATE: SATURDAY, MAY 21, 2011**

**MINI-CONVENTION: WORKSHOPS & TRAINING!**

**WATCH FOR DETAILS!**

12<sup>th</sup> District PTA is dedicated to helping its unit & council PTAs grow and thrive. Call on us! Invite us to your programs and special events!  
“Bee” with us in making a difference in the lives of children.

