

# Springfield Council of PTAs

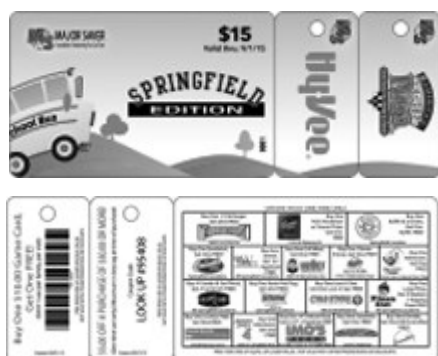
## **MAJOR SAVER FUNDRAISER**

Hello, my name is Michele Boswell, and I am your VP of Organization & Development for SCPTA. I am in charge of the annual, joint fundraiser with local schools, PTA/PTSA units and SCPTA. I am very pleased to announce that we have partnered with Major Saver to offer discount cards for offers to local restaurants and family activity businesses! SCPTA is very excited about the Major Saver (MS) program. They offer a 100% turnkey program and manage everything from kick-off to final payment. Here are some of the details about the fundraiser:

- MS offers a \$15 card and has done so since 2012. They report that schools have equal or better success with the \$15, including Title 1 schools.
- Council receives \$7.50 of each card sold and we give 50% of that back to the participating schools.
- MS will contribute \$200 to the Clothing Bank for each school that participates— to be paid no later than 30 days after the close of the campaign and this can add \$3000+ to the money available to the Clothing Bank for clothes purchases.
- The MS discount card is customized for our community and includes business from all over Springfield, which we know is important to all of you.
- Council will receive daily updates about the fundraiser.
- Payment will be paid no later than 30 days after the close of the campaign!
- The card will include two detachable key fobs with additional offers.
- NEW THIS YEAR--Cards will also be available via the new MS App!
- MS will handle the entire collection and prize distribution process
- MS assumes all responsibility for the collections on NSF checks—school sales will not be affected
- MS has listened to feedback from our principals and knows the limo ride is an important incentive, so students only have to sell 10 cards to win the limo ride.

This fundraiser is the ONE AND ONLY means the Council has to fund ALL of the projects and programs that we all—presidents, principals, officers and volunteers—decided were important to us, as a Council, all those years ago.

Won't you please sign up today and become a part of this very important fundraising opportunity today?  
 Thank you so much!



If you have questions or are ready to sign up, please contact Michele Boswell at [micheleboswell@mac.com](mailto:micheleboswell@mac.com).

### **In this issue:**

President's Letter	2
Reflections	2
Agenda	3
MO PTA Scholarship	3
Treasurer's Report	4
Membership	4
RIF	5
Legislative Report	6
Parliamentary Tip	7
Clothing Bank	8
Founder's Day	9
Volunteer of the Year	9

## Letter From the President– Carrie Windes

I would like to wish you all a wonderful holiday season! I hope each of you has a chance to celebrate and recharge. We have some fun SCPTA functions coming up in 2016! Please join us for the Reflections Showcase at the Battlefield Mall on Sunday 17, January, 2:00 p.m. Our Founders' Day Banquet will be hosted by Hillcrest High School on Thursday, February 18, at Central High School. (See details on last page of this newsletter!)



**Gifts of  
time and  
love are  
surely the  
basic  
ingredients  
of a truly  
merry  
Christmas.**

**~Peg  
Bracken**

Today we are electing our Nominating Committee for council. We need one member from each of the five SPS High School areas. The decision of this committee will affect the future of your unit and council! This committee needs a variety of people who are willing to really look at candidates for their merit, ability, and courage to express ideas and defend their convictions. Do you care about PTA and the future of this council? Could you be of service in this area?

Also, today is the day to sign up with Major Saver, council's only fundraiser! Your participation is crucial to our raising the funds to provide services, programs, and training to our units. Units will benefit, too!

Remember, there is no meeting in January. However, watch our website, [sptamo.com](http://sptamo.com), for January's council newsletter to stay informed.

Merry Christmas and Happy New Year!

PTA Mission:

The overall purpose of PTA is to be

A powerful voice for all children

A relevant resource for families and communities, and

A strong advocate for the education and well-being of every child.



This year the Springfield Council of PTAs will host our Reflections Showcase and awards ceremony on Sunday, January 17. It will be held in front of JC Penny's in the Battlefield Mall and entry viewing will be from 1 p.m. - 4 p.m. The awards ceremony will be held at 2 p.m. All submitted work will be on display.

## Agenda

**Wednesday, December 2, 2015  
Delaware Elementary School**

- I) Welcome
- II) Pledge of Allegiance
- III) Delaware Elementary Students Program
- IV) Delaware PTA President, Jennifer Shotwell and Principal, Stephanie Young
- V) Dr. Jungmann, Superintendent
- VI) Rhonda Mammen, Director of Counseling Service, SPS: Mental Health Issues Facing our Students
- VII) Dale Krumm, Major Saver Update
- VIII) Council Reports, Officer reports are printed in this newsletter
- IX) New Business – Elect Nominating Committee:  
Lori Nelson, Chair
- X) Sergeant at Arms, Lori Chisholm
- XI) Adjourn



**Council General Meeting minutes are approved by the Executive Committee as directed in the bylaws. Minutes are available online at <http://scptamo.com/category/meetings/>.**

## Do you know a high school senior who is considering a career in teaching?

Missouri PTA offers Teacher Education Scholarships for graduating High School Seniors; each scholarship provides a stipend of \$500 per year up to a maximum of \$2,000.

### **To be eligible for this award, applicants must:**

1. Be a graduate of or graduating from an accredited Missouri public high school in a school district with at least one PTA/PTSA unit in good standing.
2. Have a higher than average scholastic standing.
3. Have outstanding potential aptitude for teaching, good character, and personality.
4. Show financial need.
5. Enroll in a college or university in Missouri to obtain a Bachelors/Masters Degree or a community college in Missouri to obtain an Associates of the Arts in Teaching Degree to begin their preparation for teaching.
6. For each two (2) years of assistance, recipient must teach for one year in a public elementary or secondary school (or work in some other capacity as a certified educator).

Applications are available on the Missouri PTA website but must be submitted through the school counselor (only one application is accepted per school). Deadline to apply is determined by each school prior to Feb. 15.

For more information please see this link: <http://mopta.org/accordion-slider/scholarships/>

The Missouri PTA scholarship funds receive continuing financial support from contributions made by PTA's throughout Missouri as well as through individual gifts and memorials. The fund receives additional support from one-half the proceeds of the Missouri PTA Distinguished Service Award. Please consider establishing a line item in your annual budget to help ensure that outstanding young people pursue their dreams of becoming Missouri Public School teachers. Donations can be made by check payable to Missouri PTA and mailed to 2101 Burlington St, Columbia, MO 65202, or online at the above link.

## Treasurer's Report

Account	10/1/2015	10/31/2015
CARE Fund	158.31	158.32
Clothing Bank	2,676.54	4,817.20
General Checking	79,631.36	78,885.40
Gertrude McBride Fund	3,819.11	3,919.31
Scholarship Checking	1,403.09	1,426.59
Total Unrestricted Funds	87,688.41	89,206.82
Scholarship CD (Restricted)	47,476.00	47,476.00
<b>Total Funds</b>	<b>\$135,164.41</b>	<b>\$136,682.82</b>

### Tips for Treasurers

We are technically half way through our fiscal year. Now is a good time to check your treasurer's report against your budget with your members in your January meeting to see how your budget is doing and if you need to plan more fundraisers to cover your planned expenditures. Annual unit expenses include your dues to SCPTA (units to not pay unit dues to MO PTA, just membership dues).

SCPTA dues are now \$45. If you are not sure if your unit has paid, please email SCPTA treasurer, Becky Volz at [treasurer@scptamo.com](mailto:treasurer@scptamo.com).



*Detailed financial records are available on-line at <http://www.nonprofitcentral.biz>. Use SCPTA as the username and password.*

### How to get Memberships in the Winter?

At Hillcrest, we are sending a flyer home in students' grade reports at the beginning of January. The benefit is zero cost to PTA or PTSA units. Another benefit is the ability to reach all parents and students who we have not been able to reach. We will have a drawing for a FREE school shirt to a student who joins in January. For parents, we will give away a FREE gift card. There are several businesses in Springfield that are willing to donate gift cards to be used as giveaways for units. This could be a zero cost option for units to gain more members.

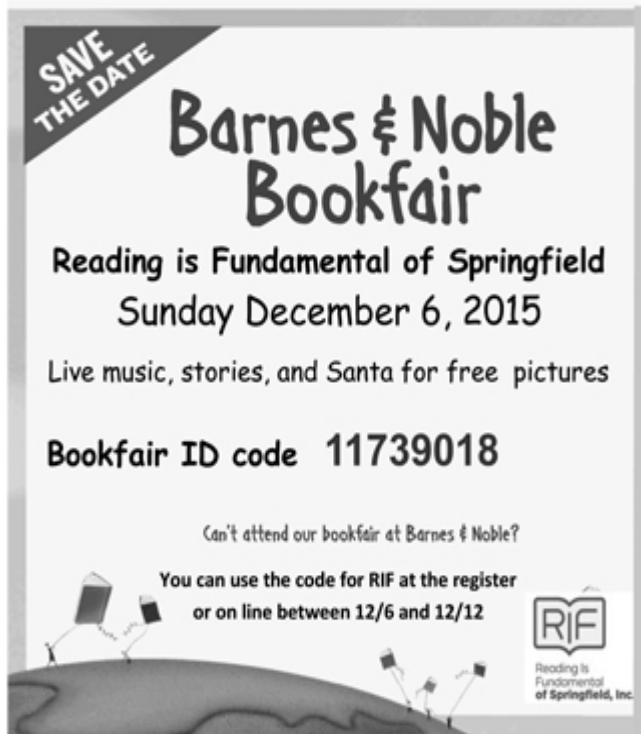
Please contact me if you have any questions or need any assistance.

Nicole Hopper

Council Membership Chair & Hillcrest High School PTSA President

[hillcresthsptsa@gmail.com](mailto:hillcresthsptsa@gmail.com)





RIF of Springfield is a not for profit organization that provides 3 free books each year to every 1st & 2nd grader in the Springfield Schools since 1979. Look for us on facebook at Reading is Fundamental of Springfield.



Reading Is  
Fundamental

RIF is busy this month! To have the books for each of your 1st and 2nd graders,

we have to raise funds to purchase. Every cent we raise goes to getting the books for these young learners. We are having several fundraising events this holiday season. On Sunday, December 6, we will be holding a book fair at Barnes and Noble on South Glenstone all day. In the afternoon we will have Santa for free picture taking and story telling. If you use the code 117390018 when you purchase in the store or on line between December 6-12, RIF will receive a percentage. We will be gift wrapping on that date, December 10, and December 21 at the store.

We will also be selling homemade cookies by the tray as well as large cookies and hot chocolate or coffee at the December 12 Springfield Christmas Parade at the Penmac Building on South Avenue and at the Gillioz Theater on Park Central East. You will find flyers and order forms at the registration table here at the Council meeting.

## RIF 10th Annual Cookie Sale

**Saturday, December 12, 2015**

**noon until end**

**Springfield Christmas Parade Downtown**

**Penmac Building —**

**447 South Avenue**

**Gillioz Theater —**

**Park Central East**

**Homemade Big Cookies • Hot Chocolate • Coffee**

**50 cents each**

**Trays of homemade cookies also for sale -**

**2 dozen \$10 4 dozen \$20**

**See us on Facebook at Reading is Fundamental of Springfield to order cookies**





## DECEMBER 2015 LEGISLATIVE CHAIR REPORT

Springfield Council of PTAs

Donna Petiford, Chair

petiford@sbcglobal.net

**Thank you!**

Thank you to everyone who attended our November meeting and Legislative forum. We had good representation from our area elected officials and a good discussion of local concerns.

**Next SCPTA Legislative Event**

Our next legislative focus event will be the annual school board candidate forum during our general meeting in March. Please save the date and plan to attend. Also, please encourage your members to attend this event—it's a great opportunity to meet the candidates and to be better informed voters. This event is planned for March 2, 2016, at Horace Mann Elementary, beginning at 9:00am. Please email me if you have a question you would like to ask the candidates (petiford@sbcglobal.net).

**Voter Registration**

The deadline to register to vote for an election is 28 days before the election. Our next elections will be the March Presidential primary (March 15, 2016) and the April 5 General Municipal Election when school board members will be elected. Remind your members that they can register to vote in most school offices (first check to make sure this is available at your school). Also, remind currently registered voters to update their information if they have recently moved or had a name change. Forms for new registration, change of address and name change can be obtained in most school offices or online through the county clerk at this web link:

<http://www.greenecountymo.org/file/PDF/document.pdf?id=170>

**Bill Watch List**

The Missouri Legislative session begins January 6, 2016, however, bills may be pre-filed as early as mid-December. Missouri PTA maintains a watch list of bills that are specific to children and public schools. Please watch our website throughout the session for these bills.

**Sign Up for Legislative Alerts**

Join the JC/DC Network – by joining the network, PTA members will periodically receive legislative ACTION ALERTS from Missouri PTA on state issues. Sign up by sending your name, address, phone number, email, PTA position, and PTA unit name to office@mopta.org with a note saying “I want to be part of the JC/DC network!” Or fill out the form at this link: [http://mopta.org/wpcontent/uploads/JC\\_DC%20Form.pdf](http://mopta.org/wpcontent/uploads/JC_DC%20Form.pdf)

Sign up for legislative action alerts on federal issues and a monthly federal policy e-newsletter from National PTA at this link:

<http://cqrcengage.com/npta2/app/register?0&m=14721>

**Social Media**

Do you tweet? Follow Missouri PTA (@MissouriPTA) and National PTA (@NationalPTA) on Twitter. Missouri PTA and National Parent Teacher Association (National PTA) are also on Facebook (be sure to “like” both) and Pinterest.

## Parliamentary Tip of the Month

### What does fiduciary mean?

Fiduciary duty requires board members to stay objective, unselfish, responsible, honest, trustworthy, and efficient. Board members, as stewards of public trust, must always act for the good of the organization, rather than for the benefit of themselves. They need to exercise reasonable care in all decision making, without placing the organization under unnecessary risk.



### Understanding of financial basics

Not every board member can be a financial wizard. Every board member, however, needs to be a financial inquisitor. It is essential to understand basic terminology, be able to read financial statements and judge their soundness, and have the capacity to recognize warning signs that might indicate a change in the overall health of the organization. If a board member does not understand something, he or she must be willing to find out the answer.

Does your treasurer submit a monthly financial report to the Board?

Is someone (other than an account signer) examining the monthly bank statement? (This is a requirement of most PTA insurance companies such as AIM).

Does your PTA have appropriate checks and balances in place to prevent errors, fraud or abuse?

Are expenses appropriate (according to approved budget)?

Does the income on the monthly report reconcile to funds received for each event? Examples:

Book Fair income should equal Book Fair expense (always, always, always-do not use cash to pay any expense);

Cash expense (for Book Fair, Open House and other event cash boxes) should equal Cash income (cash in = cash out) and should be reported separately from the event income/expense;

Fundraising income should be more than fundraising expense—this is generally a 60-40 split (PTA collects 100% and pays the fundraising company 60%);

T-shirt and spirit wear-revenue should equal number of items ordered x selling price for each item;

PTA memberships-revenue should equal price of memberships x number of members; expense should be the amount paid to Missouri PTA (\$4.25 for each individual member and \$5.50 for each business membership).

### Ensuring adequate control mechanisms

Control mechanisms are not intended to detect fraud but rather to prevent it. Defining financial and accounting procedures (signing checks, handling of cash, approving expenses); managing potential conflicts of interest with a clear policy; and requesting regular external audits are all manifestations of fiduciary responsibility.

### Overseeing the organization's legal obligations

The board verifies that all filing requirements and tax obligations are completed. The organization must fill out the appropriate Form 990 and file it on time.

## CLOTHING BANK

In this season of thanksgiving, we have much to be thankful for at the PTA Clothing Bank—not the least of which is all of you!! We have been privileged to have already served more than 1,200 children this school year! Thank you to everyone for doing an incredible job of getting “the story” of the Clothing Bank out to your PTAs and your schools and your friends and family. When 55 percent of the entire Springfield public school system qualifies to shop with us, we need to be seeing lots and lots of students! Of course, that means the need in our area continues to grow and our need for your help does, as well.

We have huge news to share...just as our ample supply of winter coats was beginning to dwindle; Patty got a call from our friends at The Salvation Army. They wanted to share their good fortune with the children of Springfield, which translated into more than 450 BRAND NEW WINTER COATS for our shoppers!! With the help of the EXCEL program students and their bus, we were able to get all the boxes of coats transported to the Clothing Bank in just two trips. Of course, that was a Thursday morning, which meant we needed to get everything unpacked, hung up and added to the floor before shopping hours began. We were a little panicked until the troops arrived from Glendale High School PTSA; Pershing Elementary PTA; Pershing Middle School PTSA; Hickory Hills Elementary PTA; Sequiota Elementary PTA; Wilder Elementary PTA; Cherokee Middle School PTSA; EXCEL and Missouri State University and flat got the job done!

We were also privileged to serve alongside 15 of our district's principals and assistant principals as part of the SPS Elementary Principals Community Service Event on Saturday, November 7th! That's right--Saturday! Thank you doesn't seem like enough when these people run our elementary schools during the week and then give up hours of their free time on a weekend to continue to take care of students! Shopping was brisk that morning, so we asked them all to just jump right into the mix to serve our shoppers or sort and hang donations. They got us caught up in the donation room and made a huge difference on the shop floor!



We are only open one more day in 2015, and that will be Saturday, December 5<sup>th</sup>. We will open for shoppers from 9 am to 11 am and expect that it will be very busy. We'll take a lunch break and then open again from 1 pm to 3 pm for our English as Second Language families. We could really use help with check out that morning and we have a ton of great donations that need hung. In the afternoon, we need people to help our ESL families find everything they need in the right sizes, etc. If you could, please consider volunteering just one more time before the holidays.



That being said, we continue to be AMAZED by the help we get from all of the schools—whether it be energetic volunteers or donations from their sock and underwear drives and coat drives or both—we are ever grateful for the people who help us help others! We could never do this without all of you!!

Thank you again,  
Patty Dunn & Jennifer Penny



## Founders' Day Banquet

*Serving with Honor, Courage, Commitment*

Thursday, February 18, 2016, at 6:30 p.m. (Doors open at 6 p.m.)

Hosted by Hillcrest High School at Central High School

Tickets: \$16 per person

**DEADLINE FOR TICKETS IS THURSDAY, FEBRUARY 5TH!!!**

Contact name: \_\_\_\_\_

Email: \_\_\_\_\_

PLEASE PRINT CLEARLY

Unit: \_\_\_\_\_ # Attending \_\_\_\_\_ @ \$16 each \_\_\_\_\_

Check # \_\_\_\_\_

Please make checks payable to SCPTAs and include Founders' Day on memo line. An email confirmation will be sent to you when ticket order is received in lieu of paper ticket! Schools are seated together according to date of purchase, so purchase early for best seating!

Mail order form and check to Becky Volz, Founders' Day Banquet, 1910 N. Grant Ave. 65803.

Tickets may also be purchased at the February Council meeting!

## PTA/PTSA Volunteers of the Year

As we know, PTA would not exist without its wonderful volunteers. This is the time to put them in the spotlight! We would like each school to submit the name of an outstanding PTA volunteer for their school. This person should be someone who has personified the PTA mission by giving of his or her time unselfishly. **We would like each school to submit the name of an Outstanding Volunteer's Name, Digital Photo (in jpg format), PTA/PTSA Unit and Unit President to Carrie Windes at [crgraphics@sbcglobal.net](mailto:crgraphics@sbcglobal.net) NO LATER THAN FEBRUARY 5TH!!!** Also, please include a simple, short statement from volunteer answering this question, "Why do you serve?". This is in connection with this banquet's theme--*Serving with Honor, Courage, Commitment*. If questions, contact Carrie by cell or text at 417-343-0893.