### **Springfield Council of PTAs Monthly**

Volume 2, Issue 3 November 2018

A newsletter of the Springfield Council of PTAs

# 2018-19 SCPTA Officers and Chairs

President: Becky Volz, president@scptamo.com

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- Clothing Bank: Patty Dunn and Mandy Mitchell, clothingbank@scptamo.com
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VP of Programs: Laura Erwin, programs@scptamo.com

- Reflections: Jessica Rosa, jessica@jrosaphoto.com
- Fourth-Grade Play: Flo Graham, fgraham@spsmail.org
- RIF: Mary Christiano, mary@christiano.us

Secretary: Toi Allen, secretary@scptamo.com
Treasurer: Leslie Norman, treasurer@scptamo.com

#### Appointed:

Newsletter Editor: Karen Craigo, newsletter@scptamo.com Parliamentarian: Donna Petiford, petiford@sbcglobal.net

#### Advisors:

Elementary: Stephanie Young, Delaware Elementary, and Jennifer Webb, Ed V. Williams Elementary Middle School: Andre Illig, Cherokee High School: Dr. JoAnn Hite, Central High School Superintendent Representative: Dr. Michael Methvin Board of Education Representative: Gerry Lee MOPTA Representative: Mandy Mitchell, mandym@mopta.org

MOPTA Office: 573-445-4161 National PTA Office: 800-307-4782

#### Save the date ...

The next SCPTA meeting will be 9:15 a.m. Dec. 5 at Pleasant View K-8 School, 2210 East State Hwy AA.

Hope to see you there!

# Facility Master Plan's aim is quality learning environment

Over the past five months, the Community Task Force on Facilities (task force) studied the facility needs of the District. The study included touring various facilities, learning about the enrollment, feeder patterns and District demographics, and reviewing the Springfield Public Schools (SPS) Strategic Plan and the Facility Master Plan.

The task force reviewed the results of the previous election on this issue, and evaluated the site safety of the District facilities and compliance with the American with Disabilities Act (ADA). The Board of Education had provided a preliminary list of projects for evaluation by architectural firms focused conceptual design to identify scope and scale and determine cost estimates relative to new construction versus renovation. The preliminary project list included buildings with a condition score of less than 70, as identified in the original facility master plan approved December 2016. The work of the Architectural project options, as well as potential funding options, were also reviewed. Having reviewed all the information provided, the task force members recognize an overwhelming need that cannot be overstated.

The information was compre-

hensive and essential to the work of the task force, and underscores the immense need within the District. The task force recognizes there is not a "correct" answer to a challenge of this scope; rather, there are a number of means to reach the end goal of providing facility improvements to ensure all SPS students have access to safe and quality learning environments. In the end, we believe we have reached a solution that balances all of the competing interests. While not everyone on the task force may think each decision is the ideal solution from their perspective, it is a solution that each of those competing interests can support, which is ultimately required for voter support. Without voter support, no projects will get done and ultimately, it is our children's education that will suffer. Those students will suffer the consequences for a lifetime.

Excerpts from the Community Task Force on Facilities Final Report October 15, 2018, Co-Chairs Bridget Dierks and David Hall.

All information and documentation provided to the Community Task Force is available at www.sps.org/facilityplan.

What can SCPTA and our membership do? Listen - Discuss - Vote.

### **Agenda**

#### November 7, 2018 9:15 a.m., Hickory Hills K-8 School

- § Welcome
- § Pledge of Allegiance
- § Hickory Hills Principal Tracy Williams
- § PTA President Jenilee Russell & PTSA President April Clem
- § Hickory Hills Student Program
- § Superintendent's Report
- Dr John Jungmann
- § Mrs. Marty Moore, Executive Director-Learning Support & Partnerships
- § SCPTA updates Becky Volz
- § Sergeant At Arms Heather Buckner
- § Adjourn

The Springfield Public Schools School Board meets Nov. 13 and 27 and will be discussing the facility plan recommended by the Community Task Force.

Meetings begin at 5:30 p.m. at the Kraft Administration Center, 1359 St. Louis St., Springfield.

The more we know, the more we can understand the complicated decisions that have to be made. There is a place for you to speak and share your concerns and support.

## A letter from the president ...

Welcome to our November SCPTA meeting at Hickory Hills K-8 School! Thank you to Principal Tracy Williams and the PTA and PTSA at Hickory Hills!

A huge focus in our school district right now is the master facility plan. You have an opportunity to voice your opinions and concerns to the Board of Education at their Nov. 13 and 27 meetings this month. We do have a BOE that is asking for community input ... let's input!

Once the hard decisions are made, we all need to support them. Our children's future education and opportunities depend on it. (Consider having your PTA /PTSA host a community discussion when the time comes.)

Nov. 20 is the SCPTA membership deadline for December awards. Make November a PTA /PTSA Membership Campaign month for your unit. Share these ideas with your friends, family, and neighbors. And, remind people, they do not need to have a child in SPS in order to be a PTA member.

#### What does PTA do?

- PTA creates the village that helps to raise our kids and strengthen our community.
- PTA links families to important school and community information.
- PTA hosts fun, educational clubs, programs, and events for our families.
- PTA raises money to support the specific needs of our

school.

- PTA engages in school and digital safety initiatives.
- PTA offers kids the opportunity to explore the arts and develop critical thinking, teamwork, and creativity.
- PTA inspires a love of reading and enhances students' book and literary options.
- PTA encourages healthy lifestyles and food choices for every family.
- PTA tracks local, state, and national policies every day so we can advocate for what's best for our students, families, and schools.
- PTA believes we can make every child's potential a reality.
  - ... and more.

Consider the funds available to our principals from the CARE and McBride Funds. Your unit needs to be in good standing by Dec. 1 in order to qualify.

Let us know if you need help. Direct your financial status update to mandym@mopta.org and your bylaws questions to toris@mopta.org.

If your unit treasurer or secretary is new and/or struggling and would like to attend a training workshop between November and January, please email me at president@scptamo.com.

Finally, remember that while November brings families together, it leaves some isolated. Please be aware of the kiddos in your school and consider a PTA Reach Out.

Becky Volz president@scptamo.org



Image by Ball Architects

#### Meet our hosts:

# Hickory Hills K-8 School welcomes the SCPTA

Hickory Hills School opened its doors for the first time in September 1952 with 431 students in grades fourth through eighth grade.

Hickory Hills was originally located at the intersection of Highway 65 and Chestnut Expressway. On Dec. 3, 2008, ground was broken on a new building, and on Jan. 4, 2010, 758 students entered the new Hickory Hills School. The current student enrollment is 967, which includes grades kindergarten through eight.

Hickory is has been an English Language Learner school for over 20 years. Students at Hickory hail from over 23 different countries and speak at least 14 languages. This year Hickory has partnered with Missouri State University for the KHE-BRAT program. As part of that program, the school is hosting four teachers from Saudi Arabia for eight weeks to give them

greater insight into the structure of education in the United States.

Hickory Hills was the first middle school to forge a partnership with the Center for Dispute Resolution at MSU eight years ago. This collaboration provides girls with small groups referred to as Girls Circles, geared to meeting the social and emotional needs of struggling students. Hickory Hills was also the first middle school to have Spartan Empowerment (a program designed to

#### Hickory Hills officers ...

#### **PTA**

President: Jenilee Russell VP: Kristen Westerman Treasurer: Allison Farmer Secretary: Amanda Squires

#### **PTSA**

April Steele-Clem - President Cheree Whaley - VP Emily Russell - Treasurer Melody Newell - Secretary meet the needs of African, black, and mixed students) and STEP UP (a program designed to meet the needs of Latino students), and the first middle school to have a GSA (a program designed to make the school a safe and inclusive environment for everyone).

Hickory was the first middle school to partner with Care to Learn to offer a food pantry, which is accessed weekly by about 90 students. The school also has a fully functioning greenhouse that is operated by a volunteer staff and provides unique opportunities for students' engagement.

Hickory Hills also offers 10 MSHAA certified sports for grades 7-8 and over 17 clubs that range from Scholar Bowl to the Lego Club. It is the hope of all at Hickory Hills that every student will find an opportunity to get connected during their time at the school.

## BE A UNIT IN GOOD STANDING:

These are the main elements to being a Unit in Good Standing.

- Membership Dues (State & National) turned in regularly to state by dates required
- 2. SCPTA Dues of \$35 to Council by December 1st
- 3. Unit Annual Financial Review (formerly known as "Audit") to State Office by December 1st
- Fiscal Year-End Report to State Office by December 1st
- Submits a copy of the required IRS tax from to the state PTA by December 1st
- Has bylaws approved every three years according to the procedures of the state PTA

- 7. Officer's list to State Office by March 31st
- 8. Adherence to the Purposes & basic policies of PTA

If a PTA is not in good standing, neither the unit nor the students attending the PTA's school are eligible to receive awards and recognition, e.g., membership awards, Reflections, etc.

Please note: if a unit has become "not in good standing", as soon as it has fulfilled the necessary requirements, it is again considered "in good standing". SCPTA is happy to help with any questions and get your unit in good standing.

### Tips from the Treasurer

By Leslie Norman, Treasurer treasurer@scptamo.com

With grant and SCPTA Fund applications now open, including CARE and the McBride Fund, it is very important to make sure your unit is in good standing so that principals may submit applications. The requirements for a unit to achieve good standing are outlined in the graphic above.

Don't forget that your IRS 990 tax form can be com-

pleted for free online; visit file990.org to get yours submitted for your unit! This is a very important form; in fact you must send in your tax form with your unit's Annual Financial Review and the Year-End Report to Missouri PTA by Dec. 1.

Other requirements for good standing include payment of dues to state and to council, bylaws approval, and turning in the annual officers' list. Help is available from SCPTA for those who require it.

### Financial overview for September 2018

					F-5-12	
Bank Account Balances Care Fund	07/01/2018 447.97	09/30/2018 498.04	Last Reconciled 09/30/2018	Summary for the Period		
				Starting Total		133,649.23
Clothing Bank	20,446.63	16,528.75	09/30/2018	Income	1,075.30	
General Operating	62,230.17	59,882.73	09/30/2018	Expenses	- 7,062.11	-5,986.81
McBride Fund	573.56	593.64	09/30/2018	Ending Total		127,662.42
Scholarship Checking	329.90	538.26	09/30/2018			
Scholarship Funds Restricted	49,621.00	49,621.00	09/30/2018			
Total	133.649.23	127,662,42				

# Support Missouri PTA when you shop on Amazon!

Please visit https://smile.amazon.com/ch/43-0657947 and opt in to donating to Missouri PTA! It doesn't cost you anything, Amazon will simply donate 0.5 percent of all orders made when you place an order using smile.amazon. com after selecting to support Missouri PTA.





### Pick a Project

# Teachers invited to propose projects for grant funding

Have your teachers chosen a project for possible support by the Foundation for Springfield Public Schools?

Board members from the foundation are making the rounds to visit PTA unit meetings in an attempt to work together for the good of students. Please remind your teachers to apply for a Pick a Project grant from the FSPS. Through Pick a Project, donors can choose opportunities to support our schools based on online descriptions of projects.

If your teachers would like help coming up with or implementing a viable project, or even with filling out the application, remind them that the PTA/PTSA can help.

Current projects that are gaining momentum include drive to raise \$500 for a STEM Mini-Library, proposed by teacher McKenzie Harbaugh at Cowden Elementary, or \$950.03 for "Read, Return, Repeat," proposed by Tatiana Stout and Kristen McFarland at Hillcrest High School, or \$500 for the Black and White Photo Club, proposed by Jeff Drybread at Jarrett Middle School, or \$627.45 for a Woven Garden Environment, prposed by Faye Cotton at Central High School — and these are just a handful of more than a dozen current funding opportunities. Browsing the foundation website is a good way to spark some creative ideas for innovative educational programs that may motivate donors.

As PTA in your school, you can help your teachers find grants and thus help to enrich the lives of students. More information about Pick a Project funding can be found at this website: https://www.supportsps.org/pick-a-project-2/

### Save the date!

The PTA Founders Day Banquet will be 6:30 p.m. Monday, Feb. 11, 2019 at Central High School

# Membership development calendar

Membership recruiting is a yearround activity. We should continually ask individuals to join!

Missouri PTA has put together a membership development calendar to guide our year-round efforts. Here are some highlights for November and December.

- Make contact with all parents, teachers, and community members who have not joined. Send an email or a personal invitation. Look at last year's membership roster and contact those who have not rejoined.
- Continue to have a membership table at each school function. Be visible!
- Inform members of your unit's progress toward its membership goal.
- Thanksgiving is a time to be thankful. Let your members know how much their membership means to children and youth.
- Plan an activity to kick off the second half of your membership drive in January. Then enjoy the winter break and come back refreshed and renewed.
- Check the Missouri PTA and National PTA websites for Member Benefit Provider updates.
- Watch for winter membership challenges from Missouri PTA.
- Record membership and remit dues money to state on the first of each month with a Dues Remittance Form.

# Reports from our SCPTA officers

Programs Report
By VP Laura Erwin, programs@scptamo.com

Reading Is Fundamental of Springfield, Inc.

#### **Donations**

We are so thankful for the donation O'Reilly's corporate employees have given to Reading Is Fundamental, Inc., in the amount of \$1,349.05 this October. Employees donated throughout the year on their paychecks to our program. O'Reilly's, the dominant auto parts retailer in our market area, started with a single store in 1957 and now has 5,190 locations (and growing) in 47 states. Its corporate office is in Springfield. If you know any employees who work there, please thank them for their donation.



#### O'Reilly Auto Parts gives big

From left, Laura Erwin, SCPTA VP of Programs, receives a donation for Reading Is Fundamental of Springfield from Stephanie Evans, internal communications specialist for O'Reilly's. With them are Mary Christiano, treasurer, and Peggy Stepp, chair of Springfield RIF.

An additional thank you to PTAs at Bingham, Horace Mann, Disney, Harrison for their donations. Thank you to O'Reilly and to Keller Williams for your business donations.



#### Cookie Bake

We could use your help in the following ways:

1. Help us bake on Thurs, Dec. 6, starting at noon until 8 p.m. at the University Heights Baptist Church at Grand

and National. Just come with your apron to help bake and decorate cookies. It's a great time, and we get to learn others' secret recipes as a bonus.

- 2. Help us sort cookies Friday morning starting at 9 a.m. It's amazing how beautiful these cookie trays turn out.
- 3. Sell trays of cookies at your school, friends, and businesses prior to Dec. 6. The 2018 cookie order forms are ready and posted on the SCPTAMO.com site.
- 4. Help staff the sales on parade day Dec. 8 by selling individually wrapped cookies with hot chocolate and coffee. We will have two locations: the PenMac Building on South Avenue and a second location that is TBD.

Any commitment of time would be great, even if it's only an hour or two; come at the time that is convenient for you. The more, the merrier, as we are expecting a big year and will need your help. If you volunteer for the cookie sale, we have a surprise for you — how about a free RIF T-shirt with the new logo? Due to liability, we cannot have children helping during the baking on Thursday.

Please keep RIF in mind as you plan your holidays for some of the RIF famous traditional cookies. They're great for teacher recognition gifts, office parties, and for family gatherings. Get your orders in early, as last year we sold 180 dozen. To order your cookies in advance (which I highly suggest), email rifspringfieldmo@gmail.com, phone 417-880-6073 or fax 417-863-7825.

#### Distribution

Reading is Fundamental of Springfield, Inc., had its first distribution of 4,500 books the week of Oct. 22. It was a huge success with all the great volunteers that showed up! We thank you, as what would take hours to do was done is a quick afternoon and morning session! Thank you — we can't wait to do it again! We are seeing photos posted on Facebook about your distribution at your school. Please tag "Reading Is Fundamental Springfield, Inc." page so we can share your activities. We love seeing the books going to the kids at this level. (Make sure you are following the school photo guidelines and not taking photos of students unless you have approval.)

Thank you to Dr. Natalie Precise and Drury University DSTA students for helping with the sorting/unboxing of the books this session. It's always great to see your college students help with our events. They are excited to see what books are in the distribution that are going to our elementary schools. Some day they will all be great teachers!

# Reports from our SCPTA officers

Mark those calendars for the second distribution Jan 14-16 and the third distribution will be April 15-17. We would love to see you all there as Peggy always has treats for the volunteers.

#### Reflections

This is the 50th Anniversary of Reflections, and the theme is "Heroes Around Me."

For 50 years, National PTA's Reflections program has helped students explore their own thoughts, feelings, and ideas, develop artistic literacy, increase confidence, and find a love for learning that will help them become more successful in school and in life.

Arts categories include dance choreography, film, literature, music, photography, and visual arts.

From 10 a.m. to 4 p.m. Nov. 10, we will be hosting a submission workshop for Reflections at the Springfield Art Museum. The goal of the submission workshop is to help those PTA units with judging the school entries, submitting their top three finalist to the state/national website, and dropping off the top three for citywide judging. You do not have to participate in the submission workshop; you can simply drop off your top three for judging. Since the City Council judging is separate from the state/national, you can upload your top three entries directly to the website by Dec. 15 on your own.

This event features one-stop handling of the Reflections process to simplify it for school volunteers.

Here's the itinerary for submission day:

- √ Bring your entries.
- √ Help judge.
- √ Help complete online submission to MOPTA state judging, which includes taking photo of entries.
- √ Matting and shrink-wrapping must be done prior to the workshop. (Springfield Art Supply will have a promotion.)
  - √ Volunteers and committee chairs will be recruited.

The Showcase will be at the new location, the Springfield Art Museum, on Jan 21, 2019. Mark your calendars! If you have any questions, please email Jessica Rosa at jrosaphoto@gmail.com, or come to the workshop, where we will be able to provide you with on-site assistance.

#### **Grants**

Deadlines are fast approaching. Two opportunities that are on the horizon are the PTA Connected with Google grant and the PTA Connected with Facebook grant.

#### PTA Connected with Google

Oct. 10, 2018 to Nov. 11, 2018

The PTA Connected Be Internet Awesome Grant from Google will provide 200 local PTAs in all 54 state congresses with \$1,000 and a fully loaded Be Internet Awesome Google Pixelbook toolkit to power a Be Internet Awesome family workshop from Jan. 1 to May 1, 2019. The program for this event is designed to provide parents with the resources they need to answer their questions on digital safety and citizenship. Attendees will leave the event with tools to help them continue this conversation with their family on an ongoing basis.

#### PTA Connected with Facebook Grant

Sept. 17, 2018 to Nov. 11, 2018

The PTA Connected with Facebook Grant will provide 200 local PTAs in all 54 state congresses with \$1,000 to support their PTA in hosting a Digital Families Community Event from Jan. 1 to May 1, 2019. The program for this event will empower families to have honest conversations about digital literacy, safety, and citizenship.

## Health and Public Services Report By VP Allison Lawson, publicservices@scptamo.com

#### The PTA Clothing Bank

The PTA Clothing Bank has been open for 15 days so far this school year, from Aug. 14 to Oct. 25, 2018. We have had 1,206 student visits, and this is 70 more than last year through October.

Students and families seem very concerned about the coming winter weather and are selecting the warmest winter items that are available. We have already given out 335 coats this year, which is shocking compared to the 97 coats given last year in October. Putting these numbers together — 70 more student visits and 222 more coats than last year at this time — really highlights what we are hearing from families, which is that they feel kids will need warm clothing for this winter.

We appreciate the wonderful clothing and sock and undie drives that have brought so many fabulous items to the PTA Clothing Bank. We need more men's- and women's-sized winter coats. Hoodies in all sizes are in great demand. Sweats, joggers and fleece pants are needed in men's, women's, boys', and girls' sizes. Athletic shoes remain a constant need. New packages of socks and underwear, bras, and especially men's and boys' boxer briefs, and the super cushy socks are very appreciated.

# Reports from our SCPTA officers

We always need more volunteers to sort donations, make the store look great, and stay to help with shopping! PTA units, you are doing an incredible job providing for all of our SPS students and making sure every child is ready to learn!

The following are the PTA Unit Assigned Workdays for November 2018. (Any volunteer is welcome any day; assigned units please send at least one to two volunteers on your day.):

- 1: Kickapoo, Cherokee, Wilson's Creek, Mann, Jefferies, Disney, Harrison, McBride, and Gray.
- 8: Central and Greenwood, Pipkin, Westport, Study, Bissett, York, Weaver, Boyd, and Weller.
- 10\* Saturday: All units and volunteers welcome!
- 15: Hillcrest, Reed, Pleasant View, Robberson,



#### **Downtown Church donates undies**

Many thanks to Pastor Lori Lampert and the congregation at the Downtown Church for their donations during their October drive called Undies on Sundays.



#### Hickory Hills holds Undie 500

Deep thanks to Hickory Hills families for another amazing Undie 500 sock and undie drive and to Kendall Bennett. Amazingly, most of the items pictured here were immediately sent home with students, as 109 students visited in just one day on Oct. 18! No delivery ever arrived at a better time!

Bowerman, Williams, Watkins, Fremont, and Truman.

29: Glendale, Pershing, Hickory Hills, Sequiota, Field, Wilder, Pittman, and Bingham.

#### Safety: School Crossing Protection Committee

The School Crossing Protection Committee's next meeting will be Nov. 15.

Mandy Büttgen-Quinn with Springfield Public Works returned to Fremont School on Oct. 23 to teach Pedestrian Safety to elementary students for the second year.

Finally, PTA units should continue to put together volunteers to walk as many of their school's walking routes (https://www.springfieldmo.gov/2114/School-Safety) as possible and report back to their committee representatives so they can share the information gathered at committee meetings.

#### From the Parliamentarian:

### Frequently asked questions: Bylaws and more

#### By Donna Pettiford SCPTA Parliamentarian

#### Can bylaws be suspended?

Only bylaws that are clearly in the nature of rules of order (for a business meeting) may be suspended. This can be done with a two-thirds vote. For more information, refer to Roberts Rules of Order Newly Revised 11th Edition (RONR).

#### Our president has resigned. Now what?

Most PTA bylaws have a provision in

Annual Cookie Sale for RIF of Springfield 2018 READING IS FUNDAMENTAL OF SPRINGFIELD will have homemade holiday cookies for sale in December in conjunction with the Christmas Parade on Dec.8th in downtown Springfield. Cookies may be ordered to be picked up on Friday at 309 E. Water St., or at the PenMac building on South Street at the Parade. They may be ordered by the tray or purchased by the 1/2 dozen. (Mark how many 1/2 dozen of each you want to order) \_\_\_ Chocolate Chip Cookies Decorated Sugar cookies \_\_\_ Snickerdoodles \_\_\_ Oatmeal cookies \_\_\_ Peanut Butter Cookies or Peanut blossoms \_\_\_ Spritz \_\_\_ Chocolate Crackles \_\_\_ Gingerbread people \_\_ molasses cookies Please print clearly in black ink to fax email Trays of cookies: 2 dozen on tray \_\_\_\_\_\_@ \$10 each. = \$ 4 dozen on tray \_\_\_\_\_\_ @ \$20 each = \$ Call or email that specific request to Peggy Stepp 417-880-6073 or at rifspringfieldmo@gmail.com 1/2 dozen cookies ordered in bags: \_\_\_\_\_ \_\_\_\_ @ \$2.00 each = \$ Total order amount \$ Deadline for orders is noon on Thursday Dec. 6 by fax 417-863-7825 or phone 417-880-6073 or copy and fill out and scan and send to rifspringfieldmo@gmail.com. Some made up trays will be available on Saturday. Reading is Fundamental of Springfield is a local not-for-profit organization connected to National RIF. We provide free books three times a year to every 1st and 2nd grade student in Springfield schools. In the 40 years we have been in Springfield we have given away over 400,000 books.

RIF of Springfield PO Box 11253 Springfield, MO 65808 <u>rifspringfieldmo@gm</u>;

Article VI, Section 9, that an election will occur to fill the unexpired term of any officer who resigns and that, in the event of the president's resignation, the vice president will serve the notice of election. In the interim, the vice president will act as president until the election occurs. This is different from RONR, in which case your PTA bylaws supersede RONR.

#### When does a resignation take effect?

A resignation is actually a request to be excused from a duty. It is effective only after the resignation has been accepted by the appointing or electing authority, unless the bylaws say otherwise.

#### Are mail-in, email or telephone votes OK?

No, not unless authorized by the bylaws. If allowed per bylaws, a provision should be included that states that the result of such votes will be noted in the minutes of the next meeting.

# Does a treasurer's report need to have a motion of approval?

No, a motion is not needed; nor is it proper. A treasurer's report is simply "received" as it is given and no motion should be made to "adopt", "accept" or "approve" it. An annual auditors' report, on the other hand, is "accepted" or adopted.

# Do you have questions about Parliamentary Procedures or meetings in general?

Email me: petiford@sbcglobal.net.

## Recruiting volunteers and committee chairs

#### By Mandy Mitchell

Before we begin, I would like to say I am an elementary mom, and these are my opinions from an elementary perspective.

Recruiting volunteers and committee chairs seems to be one of the most difficult and frustrating tasks in PTA. First, know that you are not alone! I wish I had the magic formula or answer. We all have the same struggles, whether you are a PTA who has a small budget or a large budget, or you're a small school or a large school.

At the beginning of the school year we all focus on filling our open committee chairs and recruiting volunteers to fill our empty spots. I believe the beginning of the year is overwhelming for kindergarten parents and returning parents alike. We must be visible at

the beginning of the year with our activities we sponsor and all the things we do as a PTA listed for parents to look over, but we



Mandy Mitchell

need to encourage new and returning parents to take time to get used to the school schedule, activities and to then volunteer if they see an activity they are interested in. We don't want to bombard parents for more of their already-limited time.

After the first couple of weeks pass, begin to send your fliers and emails recruiting volunteers. I have found that open house is a great time; we are settled into our new homerooms and ready to go!

When sending fliers for meetings,

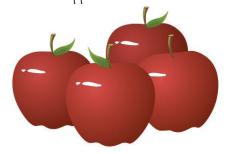
I always encouraged parents with little ones at home to bring them to the meetings. Bring some crayons, coloring books, stickers, legos to keep them occupied.

Also, encourage your executive board to bring one new person to a meeting and be sure and speak to new parents at the meetings. As you discuss and send out signups for events, break down the responsibilities of the event. It's easy for those of us who have been there a few years to assume everyone knows what a fall festival, etc., is. Break down the responsibilities, as most people want to help but don't have a lot of time. Picking up ice may be the perfect job for them! Let new volunteers ease into roles as they get comfortable with the events. These new volunteers will hopefully become your future committee chairs.



Knights of Columbus will be hosting a Coats for Kids event at the Springfield Cardinals Indoor Training Center again this year on Nov. 18. The PTA Clothing Bank will be open Saturday, Nov. 10, so if students cannot make it to the clothing bank, there will be another chance to find a coat in November.

Kiwanis Club of Ozark Empire announces its 69th annual Apples for Shoes



Since 1952, the Ozark Empire Kiwanis Club has given over 31,000 new pairs of shows to Springfield students. Your orders of apples help to pay for them.

Order at www.kiwanisshoebuddy.org.

More info: 417-885-9191.

