As we approach the end of the year, we’re looking forward to receiving all needed documents from local units, so that every PTA in Oregon is a Unit in Good Standing. If you have already submitted your items, thank you! If you haven’t, Oregon PTA Bylaws require local PTAs to turn in paperwork every year in order to be in compliance with the Oregon Department of Justice, Internal Revenue Service, and your liability insurance carrier. An added benefit is that it helps you and Oregon PTA function as strong organizations.

Every local unit is responsible for turning in the following items every year:

Copies of all items are due to Oregon PTA by November 30th. They may be mailed to the office or uploaded to www.oregonpta.org

- Officers’ List – input online at oregonpta.org
- Membership input online and dues paid – due monthly by the last day of each month. All officers and committee chairs are required to be members of their local unit by November of the year in which they serve. Initial membership for the year due by November 30th.
- Year-End Financial Report for previous fiscal year.
- Yearly Audit Report (last fiscal year’s audit report)
- IRS 990/990EZ/990N – Due to IRS by the 15th of the 5th month after the last day of the fiscal year. (Nov. 15th.) A copy must be submitted to Oregon PTA by November 30th.
- Copy of CT-12 - Due to Oregon DOJ by November 15th; a copy sent to Oregon PTA by November 30th.
- Current Year’s Standing Rules (approved by your general membership)
- Copy of your Annual Budget
- Liability Insurance Payment – Paid directly to AIM
- Three (3) officers of each local unit or their designees must receive at least one (1) basic leadership training annually. For recording purposes, annually includes training received from the Oregon PTA Convention through March 1st of the next membership year.
  - Leadership training is defined as:
    - Designated convention workshop
    - Oregon PTA sponsored officer training
    - Council sponsored officer training
    - E-Learning courses from National PTA (two workshops count as one training credit)
    - Other training as pre-authorized by the Oregon PTA Leadership Committee.

If you have any questions, please feel free to call your Region Director (contact information available at oregonpta.org, click on Meet the PTA) or the Oregon PTA Office at 503-234-3928. We are happy to let you know what you need to turn in to be a Unit in Good Standing.

Thank you for all that you do for children and youth!
Bylaws Amendments: The due date is January 15, 2020 (postmarked).

Have you ever been to a PTA meeting or State Convention and said, “Oh, that’s not the way to do it...it should be done like this!”?

By reading the Oregon PTA bylaws and thinking about what they mean, you could be a part of just that for Oregon PTA. The bylaws of our organization are, in effect, our constitution and provide the direction for how we operate. And, by proposing bylaw amendments to those sections you find outdated, irrelevant, or even missing, you do affect the governance of your organization.

According to Oregon PTA Bylaws, Article XXII: Amendments, Section 1. Submitting Process:

a. Any member or constituent body of Oregon PTA may submit suggested amendments, including rationale, to the Oregon PTA Bylaws committee postmarked by January 15th.

This does not mean you have to wait until January to submit proposed amendments!

Your bylaws committee is prepared to begin its’ work right away, and in fact, has. We know what we believe needs to be addressed...are there issues you believe we need to address? And, don’t worry about the exact wording of your amendment – if needed, the committee will work with you to ensure that it meets the submission requirements for a proposed bylaw change. If you know what you would like changed and have what you believe is a valid reason for doing so, submit both your amendment and rationale to the committee.

For further information regarding bylaw amendments:

Refer to Article XXII of the Oregon PTA bylaws, found in Appendix II of the Officers’ Manual, or contact your bylaws committee chair, Lisa Kensel, via email at president-elect@oregonpta.org.
Resolutions due by December 31, 2019

Is there an issue affecting children statewide you’d like the Oregon PTA to address? Here’s your opportunity to submit a resolution! Resolutions must be submitted by December 31, 2019 to be considered at our state conference and convention in April 2020.

What is a resolution?

Resolutions are a way for our members to shape our agenda, set priorities and raise awareness of important issues. In previous years, Oregon PTA members have passed resolutions on subjects ranging from earthquake preparedness to school funding. The format of a resolution has two parts. The first is a preamble, setting out facts in sentences beginning with the word “Whereas” (such as “Whereas, many children in Oregon are bullied and socially isolated…”). The second part is a call to action, describing the action to be taken by Oregon PTA in sentences beginning with the word “Resolved” (such as “Resolved, that the Oregon PTA will support the adoption of anti-bullying education programs …”).

Who may submit a resolution?

Resolutions may be submitted by members of the state board, state committee chairs, local units or councils. Resolutions submitted by a local unit or council should be signed by the President and Secretary.

What happens after a resolution is submitted?

A committee will review the resolutions to determine whether they are pertinent to the Oregon PTA’s mission. If the committee determines that a proposed resolution is not pertinent to the Oregon PTA’s mission, the committee will inform the local unit or council by March 1. The local unit or council may still seek to bring the resolution to the floor of the state convention by notifying the Oregon PTA by March 15. Bringing up a resolution in this way requires a two-thirds vote of the convention delegates.

How can members get help writing a resolution?

If you want help with drafting a resolution, simply send an email to legislation@oregonpta.org. We are ready and willing to answer questions and provide assistance! You can also find out more about the resolution form and process in Article XXIII of the Bylaws at https://www.oregonpta.org/Resources.

Resolutions may be mailed (postmarked no later than December 31) to:

Oregon PTA
Attn: Resolutions Committee
3108 SE 50th Avenue, Suite A
Portland, OR 97206

You can also email resolutions (sent no later than December 31) to office@oregonpta.org.
Welcome to a new year!!

The awards committee is excited to show off the great work happening in our state! We want to honor local units and leaders for the amazing things they are doing.

We have a number of awards to give this year at our Annual Oregon PTA Conference and Convention in April! It is very simple to apply for these awards and you are already doing great work. So, let’s lift each other up, share with one another and maybe even show off a little.

These are the awards we plan to have available and a brief description of each one. More information can be found on the Oregon PTA website under the Programs tab!

**LUV Award:** (Local Unit Volunteer): The recipient of this award should have demonstrated exceptional service to your PTA and be a member of your local unit. They should have demonstrated an ability to communicate and work with others and should also uphold the mission and vision and values of Oregon and National PTA. This award can only be given to one person each year. There is no application but, there is a LUV notification form that is due to Oregon PTA by March 1st.

**Advocate for Children:** This award is given to an individual who exemplifies the values and goals of the Oregon PTA by making a significant impact on city, county, and state issues involving education, child welfare, and/or family issues.

**Unit of Excellence Award:** This award is presented to local units that exemplify the Oregon PTA vision, mission and values. They must also be a unit in good standing by November 30th.

**Membership Campaign Awards:** There are three awards in this category: Membership Chair, Outstanding Membership Flyer and an award for 100% Teachers/Principal memberships!

**Student Service Awards:** These awards are given to a student or group of students (K-5; 6-8; 9-12) who make an important contribution to their community. This can include community projects, charity work or advocacy.

**Communications Award:** This Award is to recognize a local unit/council PTA for excellence in publicizing PTA involvement via their newsletter (email or print), Social Media, and/or Website.

**Program of the Year Award:** This award will be presented to the local unit that submits an outstanding program or project that focuses on one or more of the following areas: Parent involvement, education, health and safety, cultural or performing arts or community service.

**Classified Staff Hero of the Year:** This award is given to a classified staff member that often goes above and beyond their job description in order to promote the purposes of PTA.

**Oregon PTA Teacher of the Year:** This award is given to the teacher that goes above and beyond their job description in supporting the purpose of the PTA and makes a true difference at their school.

**NATIONAL PTA AWARDS available at:** [https://www.pta.org/home/run-your-pta/Awards-Grants](https://www.pta.org/home/run-your-pta/Awards-Grants)

We reserve the right to update this list and/or make corrections based on participation from year to year. Keep an eye out for an announcement about the new online submission form coming soon!
Hello PTA Leaders,

By now your local units are well into the start of a new school year. You’re planning events and programs, helping your teachers with classroom needs, and gathering members and volunteers to help support your unit. Great work!

If your unit is one of the many that hasn’t entered and paid for memberships yet this school year, please take the time now to get those in. Enter them on the Oregon PTA website at oregonpta.org. If you need assistance, I’m happy to answer any questions you have. It’s also important that your Board Officers have been entered on both the Leaders page and the Members page. Be sure to include email addresses so that members can receive information about PTA benefits, resources, and events.

If you didn’t attend one of the Oregon PTA Leadership trainings in September and October, or did go but didn’t attend the Membership workshop, I have resource materials that I’d like to share with you. They are full of helpful information and tips on running your membership campaign, entering members online, how to invite business sponsors, etc. Send me an email asking for the workshop resources, and I’ll send them out to you – let me know if you’d prefer them by email or mailing.

Be sure to ask last year’s members to renew their membership this year. Sometimes they aren’t aware that they need to renew every year, and often it just gets overlooked.

Keep in mind that your membership campaign is a year-long event. Keep asking people to join your PTA – parents and grandparents, teachers and staff, school board members, students, and community members. When people are asked, you are telling them that you value their time and support.

Let your members know that once they join your PTA, they become a part of something even bigger. They become members of Oregon PTA as well as the National PTA. They will find valuable resources on the National PTA website at pta.org, many of which are in English and Spanish.

Every couple of months I’ll be offering you some tips and challenges for increasing membership and adding to your pool of volunteers and supporters.

- **November/December Challenge**: Bring teachers and school staff on board as members. For every 5 school employees entered between November 1 and December 15, your unit will be entered into a drawing for a $25 Fred Meyer gift card. Members must be **entered and payment received by Oregon PTA**. The winner of the drawing will be announced by Dec. 31.
• **November/December Tip:** “Give the Gift That Keeps on Giving; give the gift of a PTA membership” – A PTA membership is the perfect unique gift for someone who would like to support your school or education in general; a great gift for grandparents or a retired teacher. Promote this amongst your current members. Make up a flier to send home and/or advertise it on your website and Facebook page. Have membership gift forms available for givers to use. They’ll need to provide you with the usual information of a member – name, address, phone number, email address, and your dues amount. You could also offer to send out a little card to the recipient of the gift membership.

• **Looking ahead**, the January/February challenge will be all about sharing your love for PTA. Ask community members to support your local PTA by becoming members. These could include neighbors, business owners, local organization members (i.e. Kiwanis, Rotary, Elks, etc.). More to come on that.

We’d love to hear about and share your ideas for increasing membership. Send me a description of what works for you, and I may share it in the next leadership newsletter. Send pictures as well if that supports your idea – for example, a bulletin board, a membership drive event, an awesome Facebook post, or fabulous flier that gets results! Send them to me at membership@oregonpta.org.

Our goal with the National PTA is to increase our overall Oregon membership by at least 513 over the 2018-19 final number. I hope you all will help us meet this goal by June 30, 2020. Ask people to join at every event, every meeting, on every social media platform, and in every other way you can. One of the most common reasons given by an individual as to why they haven’t joined a local PTA unit is “No one asked me.” Time to get past that and **JUST ASK!**

Within Oregon, our goal this year is to increase membership by 10% over your number from last year. It’s not too early to start thinking about Oregon PTA Membership Awards. Deadline for the following awards is March 1, 2019.

• **NEW this year – Membership Bright Idea Award**: Attach a paragraph or two which describes your successful membership campaign idea. Describe how it was creative, inclusive, and unique. What specific features made it outstanding? How many new members did it bring on board?
• **Outstanding Membership Flyer**: Attach a copy, as it was originally distributed. Include the means of distribution, target audience, and circulation date(s).
• **100% Teachers & Principal**: All teachers, as well as the principal of the school are paid members. Attach a copy of your school’s staff roster along with your unit’s membership roster. Highlight all teachers and the principal on both lists.
• **100% School Board**: All members of your School Board are members as of March 1. Attach a copy of your School Board member roster along with your unit’s membership roster. Highlight the School Board members on the latter.

Email, call, or text me with any questions you have about membership.

Diane McCalmont
VP for Membership, Oregon PTA
membership@oregonpta.org
541-999-9692
Seeking New Leaders for 2020!

The Oregon PTA is looking for committed leaders who will help us provide a voice for every child in Oregon. We are now accepting recommendations for the 2020 Oregon PTA Board of Directors election. If you, or someone you know, has the experience, dedication and ability to serve on our board, please let us know! Below, you’ll find links to the job descriptions for each position as well as the forms necessary for nominating yourself or others.

This year, the positions open for election are:

- Treasurer
- VP for Leadership
- VP for Legislation
- VP for Membership
- Region 2 Director (Portland Public Schools)
- Region 4 Director (Clackamas County)
- Region 6 Director (Lane and Douglas Counties)
- Region 8 Director (Jackson, Josephine, Coos and Curry Counties)
- Region 10 Director (Jefferson, Wheeler, Deschutes, Crook, Lake, Klamath, Harney and Malheur Counties)

Each term is for two years, starting on June 1, 2020. Any Oregon PTA member, council or local unit may recommendations for officers, and all recommendations must be postmarked, emailed or hand-delivered to the Oregon PTA office by January 15, 2020.
Oregon PTA – Nomination for Office

Please complete this form and include any other information you believe would be helpful to the Nominating Committee. Duplicate this form if you wish to submit nominations for more than one position.

Nomination for the position of: ______________________________________________

Nominee’s name: __________________________  Phone: ________________________

Street Address: ___________________________________________________________ 

City: ________________  Zip: _________________________

Email address:  ___________________________________________________________

PTA Background: (positions held, years of experience, etc. Attach separate sheets if necessary)
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Other Educational, Professional or Volunteer Activities:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

General Remarks:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
If you are nominating someone other than yourself, please give your name and phone number below. If you are nominating yourself, simply write “self” in the blank. By submitting this form, whether for yourself or for someone else, you are affirming that the nominee has consented to serve if elected.

Nominated by:
Name: _____________________________________ Phone: _________________

Mailing instructions:

Forms may be mailed to:
Oregon PTA Nominating Committee
Oregon PTA Office
3108 SE 50th Ave., Suite A
Portland OR 97206.
Forms must be postmarked no later than January 15, 2020.

Forms may also be hand-delivered to the Oregon PTA office or emailed to nominations@oregonpta.org.

All forms must be received and date-stamped no later than January 15, 2020.

For more information on Oregon PTA, visit oregonpta.org
Oregon PTA Board of Directors General Job Descriptions for Open Positions

Treasurer

Basic Function: Serve as an elected officer, representing the membership and best interests of the organization. May serve two consecutive terms. Maintain open communication with and exercises personal leadership in the motivation of the other officers, board members and the membership-at-large. Takes part in monitoring and evaluating organizational performance and effectiveness. Is, or is willing to become, familiar with the function of Oregon PTA and National PTA.

Duties, Responsibilities and Authority: ● Be seventh in succession to the President. ● Create an annual plan of work with goals and actions by July 1st. ● Attend all meetings of the Board of Directors, Executive Committee, Convention and State Board workshop/training sessions. ● Study specific activities and duties of office and perform these activities and duties in a timely and professional manner. ● Serve as chair of the Audit and Budget/Finance Committees. ● Oversee the finances of Oregon PTA and maintain all necessary financial records. ● Serve on additional committees of the Board of Directors as needed. ● Provide a written report at all Board of Directors and Executive Committee meetings.

Vice President for Leadership

Basic Functions: Serves as an elected officer, representing the membership and best interests of the association. May serve no more than two consecutive terms. Maintain open communication with and exercises personal leadership in the motivation of the other officers. Takes part in monitoring and evaluation organizational performance and effectiveness. Is, or is willing to become, familiar with the function of Oregon PTA and National PTA.

Duties, Responsibilities and Authority: ● Be second in succession to the President. ● Create an annual plan of work with goals and actions prior to July 1st. This plan shall include activities, bulletin articles and awards. ● Attend all meeting of the Board of Directors, Executive Committee, Convention and State Board workshop/training sessions. ● Study specific activities and duties of office and perform these activities and duties in a timely and professional manner. ● Serve as a chair of the Leadership Committee, coordinating the training and development of PTA leaders at every level. ● Serve on additional committees of the Board of Directors as needed. ● Provide a written report at all Board of Directors meetings and as requested by the President. ● Provide an annual report to the state convention body.

Vice President for Legislation

Basic Functions: Serves as an elected officer, representing the membership and best interests of the association. May serve no more than two consecutive terms. Maintain open communication with and exercises personal leadership in the motivation of the other officers. Takes part in monitoring and evaluation organizational performance and effectiveness. Is, or is willing to become, familiar with the function of Oregon PTA and National PTA.

Duties, Responsibilities and Authority: ● Be third in succession to the President. ● Create an annual plan of work with goals and actions prior to July 1st. This plan shall include activities, bulletin articles and awards. ● Attend all meeting of the Board of Directors, Executive Committee, Convention and State Board workshop/training sessions, and the National Legislative Conference in Washington, D.C. ● Study specific activities and duties of office and perform these activities and duties in a timely and professional manner. ● Serve as a chair of the Legislation Committee, coordinating Oregon PTA advocacy on policy issues at the local, state and national levels. ● Serve as chair of the Resolutions Committee, reviewing proposed additions or changes to Oregon PTA policies and positions. ● Serve on additional committees of the Board of Directors as needed. ● Provide a written report at all Board of Directors meetings and as requested by the President. ● Provide an annual report to the state convention body.
Vice President for Membership

Basic Functions: Serves as an elected officer, representing the membership and best interests of the association. May serve no more than two consecutive terms. Maintain open communication with and exercises personal leadership in the motivation of the other officers. Takes part in monitoring and evaluation organizational performance and effectiveness. Is, or is willing to become, familiar with the function of Oregon PTA and National PTA.

Duties, Responsibilities and Authority:
• Be fourth in succession to the President.
• Create an annual plan of work with goals and actions prior to July 1st. This plan shall include activities, bulletin articles and awards.
• Attend all meeting of the Board of Directors, Executive Committee, Convention and State Board workshop/training sessions.
• Study specific activities and duties of office and perform these activities and duties in a timely and professional manner.
• Serve as a chair of the Membership Committee, developing plans to increase PTA membership and promote the benefits of joining PTA.
• Serve on additional committees of the Board of Directors as needed.
• Provide a written report at all Board of Directors meetings and as requested by the President.
• Provide an annual report to the state convention body.

Region Director

Basic Functions: Serves as an elected officer, representing the membership and best interests of the association. May serve no more than two consecutive terms. Maintains open communication with and exercises personal leadership in the motivation of the other officers, board members, and the membership-at-large. Takes part in monitoring and evaluating organizational performance and effectiveness. Is, or is willing to become, familiar with the function of Oregon PTA and National PTA.

Duties, Responsibilities and Authority:
• Attend all meetings of the Board of Directors, Convention, and State Board workshops/training sessions.
• Create an annual plan of work with goals and actions prior to July 1st.
• Seek guidance from any Executive Committee member as necessary.
• Serve as advisor to council Presidents within his/her region.
• In consultation with the VP for Leadership, provide services to aid local PTA/PTSA units and/or councils in their respective regions.
• Identify and nominate, after soliciting input from units and councils in the respective region, one or more Region Director Assistants, Service Delivery Specialists, and Region Youth Members for approval by the Board of Directors.
• Assist the Vice President for Membership with the organization of new PTA/PTSA units in the respective region in accordance with Oregon PTA affiliation procedures. Notify the Vice President for Membership of potential new units and be available to assist with presentations when requested. Assist the Vice President for Membership in offering assistance in reactivating a delinquent unit within the region.
• Oversee the regional Reflections program judging, and forward eligible entries to the state Reflections Chairperson by the winter meeting of the Board of Directors.
• Serve on committees of the Board of Directors as needed.
• Provide a written report at all Board of Directors meetings and as requested by the President.
2019 – 2020 Theme: "LOOK WITHIN"

About the PTA Reflections Program:

Reflections is a grassroots program in that local PTA units sponsor the program in their schools. Works from the local level proceed to the Council/Region level. Some from the Council/Region are sent to the State, and some from State are sent to National PTA. Recognition and awards are given at every level. Parents, teachers, and community members all play a critical role in fostering a positive learning environment for the children. Providing the Reflections Program through your local unit is one way you can promote cultural arts in your home, in your school, and in your community.

National PTA Reflections welcomes all grades and abilities to explore and be involved in the arts. Annually, thousands of students will reflect on a common theme and create original works of art in the categories of dance choreography, film production, literature, music composition, photography and visual arts.

Students may choose one or all of the available arts categories:

- Dance Choreography
- Film Production
- Literature
- Music Composition
- Photography
- Visual Arts
- 3-D visual Arts (Oregon only category)

Timeline for Submission of Entries:

Local Units that are part of a Council will submit entries to their Council. All others will submit their entries directly to their Region Director. Oregon PTA is NOT using the online entry system offered through the National PTA Reflections website. One copy is attached, you can print additional copies of the entry form and student instruction packet here: https://www.oregonpta.org/programs/reflections-program

The deadline for all entries to be forwarded to the Council or Region Level is January 10, 2020, then to the State by January 17, 2020.

It’s not too late to get involved! For questions regarding starting a Reflections program at your school, contact Anna Doty, Vice President for Programs at programs@oregonpta.org. Find this year’s Leader’s Toolkit at: https://www.pta.org/home/programs/reflections/startyourprogram
Choose one or more categories below to submit original work that interprets the 2019-20 PTA Reflections theme: ‘LOOK WITHIN’

Complete an entry form and submit along with artwork to: ________________________________ by ________________________________

(Include your arts category, division and full name on submission envelope)

Submissions will be reviewed by experienced artists for interpretation of theme, creativity and technique. We look forward to celebrating your artistry and achievement in the arts!

Dance Choreography: Solo and ensemble works of all dance styles are accepted. Entrant must be the choreographer and may also be the performer, or one of the performers. If background music is used, cite it on the entry form. Video file must not exceed 5 min. and 1 GB in size. Accepted formats: AVI, FLV, WMV, MOV, MP4.

Film Production: Accepted short film styles include: Animation, narrative, documentary, experimental or media presentation. Use of PowerPoint is prohibited. Entrant must be the screenwriter, cinematographer, editor and producer. If background music is used, cite it on the entry form. Video file must not exceed 5 min. and 1 GB in size. Accepted formats: AVI, FLV, WMV, MOV, MP4.

Literature: Accepted forms of fiction and nonfiction include: Prose, poetry, reflective essay, screenplay and play script, narrative, and short story. Entrants may write in their primary language as long as an interpretive English translation is also attached. Use of copyrighted material is prohibited. Writing must not exceed 2,000 words and may be handwritten or typed. Accepted formats: Single-sided print on 8 1/2x11” paper, PDF file.

Music Composition: All music styles and combinations of instrumentation are accepted. Entrant must be the composer and may also be the performer, or one of the performers. Use of copyrighted material is prohibited. Audio file must not exceed 5 min. and 1 GB in size. Accepted formats: MP3, WMA, WAV, ACC, FLAC. Notation (score/tablature) in PDF format is only required for middle and high school divisions.

Photography: Photo must be a single print/digital image. Collages and collections of photos are not accepted. Entrant must be the photographer and may use a variety of digital editing techniques including but not limited to, multiple exposure, negative sandwich and photogram. Use of copyrighted material is prohibited. Print image dimensions must be no smaller than 3x5 inches and no larger than 8x10 inches. Accepted print formats: Mounted on mat or poster board no larger than 11x14 inches. Framed prints are not accepted. Digital image dimensions must be at least 640x960 (pixels) and 300 dpi (resolution). Accepted file formats: JPEG, JPG, GIF, PNG.

Visual Arts: Works of both fine and design arts are accepted, including but not limited to: architectural drawing and models, ceramics, collage, computer generated images and graphics, crafts, drawing, fashion clothes and jewelry, fiber work, mixed media, painting, printmaking and sculpture. Use of copyrighted material is prohibited. 2D artworks must be mounted on sturdy material and no larger than 24x30 inches with matting. Framed entries are not accepted. Include one digital image of artwork with your submission. 3D artwork submissions must contain 3 digital images of artwork at different angles. Image(s) are used for artwork identification, judging and exhibition purposes.

Students who identify as having a disability and may receive services under IDEA or ADA: Section 504 may enter in the Special Artist Division or grade division most closely aligned to their functional abilities. The Special Artist Division welcomes all grades and all abilities and offers non-artistic accommodations (e.g. adaptive technology; transcribing; holding a camera) for students to participate fully in PTA Reflections. Student assistants must refrain from being involved in the artistic process (e.g. developing an artist statement, choreography, music lyrics, storyboards, etc). Student recognition and awards are announced as part of the Special Artist Division.

By submitting an artwork to the “National PTA Reflections Program,” entrants accept and agree to be bound by the official rules for participation as well as the entry requirements for their specific arts category and division. Additional state program requirements may apply. Any violation of these rules may, at PTA’s discretion, result in disqualification. All decisions of the reviewers regarding this program are final and binding in all respects. (The “PTA” referred to in these rules include all PTAs reviewing the submission).

1. ELIGIBILITY. Students must participate through a local PTA/PTSA. Each student’s eligibility is determined by the state and local PTA/PTSA. A student may develop an entry inside or outside of school.

2. ARTS CATEGORIES. There are six arts categories—dance choreography, film production, literature, music composition,
photography and visual arts. Students may enter the National PTA Reflections Program in one or more arts categories. See each arts category rules for additional entry requirements.

3. GRADE DIVISIONS. Students may enter in the appropriate division for their grade (Primary: Preschool-Grade 2; Intermediate: Grades 3-5; Middle School: Grades 6-8; High School: Grades 9-12; Special Artist: All grades welcome). See Special Artist Division rules for entry requirements.

4. HOW TO ENTER. Entrants must submit their artwork and student entry form to their local PTA/PTSA program according to local and state PTA procedures. Entrants must follow requirements and instructions specific to each arts category and division. Contact local PTA programs for deadlines and additional information.

5. ENTRY REQUIREMENTS. (All participants must also follow arts category and if applicable, Special Artist Division rules)
   - Only new pieces of artwork inspired by the current year’s theme may be submitted.
   - Each entry must be the original work of one student only. An adult may not alter the creative integrity of a student’s work. Because the program is designed to encourage and recognize each student’s individual creativity, help from an adult or collaboration with other students is not allowed except in the Special Artist Division. Other individuals may appear in or perform a student’s work, but the work itself must be the creative product of one student only. Only one student may be recognized as the award recipient for each entry. See the specific arts category rules and special artist division rules for details.
   - Each entry must contain a title and all entries must include an artist statement. The artist statement communicates what inspired the work, how it relates to the theme, and the content of the work. The statement must include at least 10 words and not exceed 100 words.
   - Use of copyrighted material is prohibited, except for background music in dance choreography and film production entries. If used in dance choreography and film production entries, background music must be cited on the entry form. Plagiarized entries will be disqualified. Use of PowerPoint templates are prohibited.

6. FINALIST SELECTION AND NOTIFICATION. Entries are reviewed at local, regional, state and national levels. Each PTA determines its own reviewers for the program. Entries will be reviewed primarily on how well the student uses their artistic vision to portray the theme, their originality and creativity. The National PTA Reflections® program makes no restrictions on content or subject matter in artwork. Under no condition may parents or students contact a reviewer to dispute the status/score of any entry. Each PTA in its sole discretion will select finalists for exhibition and provide awards/prizes. Awards are announced per local and state procedures. National awards and events are announced each Spring at PTA.org/Reflections.

7. OWNERSHIP AND LICENSE. Ownership in any submission shall remain the property of the entrant, but entry into this program constitutes entrant’s irrevocable permission and consent that PTA may display, copy, reproduce, enhance, print, sublicense, publish, distribute and create derivative works for PTA purposes. PTA is not responsible for lost or damaged entries. Submission of entry into the PTA Reflections program constitutes acceptance of all rules and conditions.

8. PARTICIPATING ENTITIES. This program is administered by the National Parent Teacher Association (PTA) and PTA affiliates. Parent groups not affiliated with National PTA are not eligible to sponsor this program.

This box is to be completed by PTA before distribution.

PTA LEADER NAME______________________________

EMAIL______________________________ PHONE______________________________

PTA ID __ __ __ __ __ __ __ __ PTA NAME__________________________ STATE__________________________

COUNCIL PTA __ __ __ __ __ __ DISTRICT PTA __ __ __ __ __ __ REGION PTA __ __ __ __ __ __

UIT IN GOOD STANDING AS OF 11/30 ____________
OREGON PTA REFLECTIONS PROGRAM
OFFICIAL ENTRY FORM

Directions:
This form must be filled out, front and back, in its entirety, including the required signatures before submission. Please print clearly.

Student’s Name: First________________ Middle Initial_____ Last________________
Address__________________________
City______________________________ Zip plus 4____
Phone__________________________ Email _____________________
School__________________________ Grade_____ Age____ Gender (optional) Male or Female

GRADE DIVISION (check one) ART AREA (check one)
_____Primary (Preschool - 2) _____Dance/choreography  _____Photography
_____Intermediate (3, 4 & 5) _____Film Production  _____Theatre **
_____Middle/Junior (6, 7 & 8) _____Literature  _____Visual Arts
_____Senior (9 - 12) _____Music Composition (includes 3D)
_____Special Artist  ** denotes Oregon-specific category

Title of Work - REQUIRED______________________________

Artist Statement - REQUIRED (min. one sentence. Max. - 100 words. Attach extra page, if necessary)

____________________________________________________________________________________________

I grant Oregon PTA including Regions, Councils and Local PTA/PTSA Units, permission to use my work(s) for commercial or noncommercial use, including but not limited to public presentation of the work and reproduction of the work in print, electronic and multimedia format to promote the Reflections Program. Oregon PTA may continue to use my work as long as it has access to an archived copy. Oregon PTA is not responsible for lost or damaged works. Entries may not be returned. I understand that I must participate in the Reflections Program through a qualifying PTA/PTSA. I affirm that this is my own original work. I understand that the submission of my entry in the Reflections Program constitutes the above conditions.

Student Signature __________________________________________ Parent/legal guardian - REQUIRED if student is under 18

NOTE: Form continues on BACK. Form must be completed on both sides by entrant.

To be completed by local PTA/PTSA Unit
PTA/PTSA Name________________________ Council ______ Region ______
Unit Address____________________________ City________________ Zip plus 4____
Local Unit_____________________ National PTA ID Number (8 Digits) __
Local __________________ Unit ____________ Reflections ______ Chair Name: ____
_____________________ Phone (___)__________ -
Email ___________________
ARTS CATEGORY

SPECIFIC QUESTIONS

Entrants must answer the following questions for the category relevant to their submission.

**Dance choreography**
What is the title of the dance music? __________________________________________________________
Who is the performing artist or musical group? __________________________________________________
Who is the composer? __________________ Who wrote the lyrics? ________________________________

**Film Production**
What are the brand and model of the camera you used? __________________________________________
If you used editing software, what kind did you use? ____________________________________________
If you used background music, what is the title? ________________________________________________
Who is the performing artist or musical group? _________________________________________________
Who is the composer? ____________________________ Who wrote the lyrics? ________________________
List the names of the people who appeared in this film: ____________________________________________
                                                                                                  
**Music Composition**
Are there singers? If so, how many and what are their names? __________________________________
Are there instruments? If so, what instruments? ________________________________________________
If you used music composition software, what kind did you use? __________________________________

**Photography**
What brand and model of camera did you use? ___________________________________________________
What kind of process did you use to prepare your photograph? ___________________________________
Dimensions of picture? __________________ Dimenion with matting (no frame) ___________________ 

**Visual Arts including Three-Dimensional Visual Arts**
Describe the medium or type of visual art you developed (example - clay, fabric, wood):
_____________________________________________________________________________________

Dimensions of work? Height_________ Width_________ Length_________

BE SURE TO COMPLETE BOTH SIDES OF THIS FORM CAREFULLY BEFORE SUBMITTING
Oregon PTA Leadership Conference 2020

Save the date!

Oregon PTA Conference
Holiday Inn Portland South Wilsonville
April 18 – 19, 2020
Registration: $150.00 per person
Buddy rate: $250.00
Room Rate: $124.00 * per night not including tax

Holiday Inn Portland South Wilsonville
For more than 65 years, Oregon PTA has offered college scholarships to outstanding Oregon students preparing to teach at the Elementary, Intermediate or Secondary school level. These scholarships may be used to attend any state-supported college or university in Oregon in pursuit of a Teaching Degree.

TES Scholarships are funded by contributions, Honorary Life Achievement Award funds and the Teacher Education Scholarship Basket Raffle at Conference. Since 1946, the TES Basket Project has provided three quarters of a million dollars in scholarships for aspiring teachers through the sale of raffle tickets for gift baskets brought to convention. Please help continue this tradition of awarding scholarships to worthy students to help them achieve their dreams of becoming teachers.

Any individual, group, local PTA unit, or PTA council may create a theme basket to donate at conference. The value of each basket should be at least $25.00 and the more creative your basket, the more fun at conference! Be sure to fill out the form that will be included in the ‘Call to Conference’ (mailed in March).

The 2019 Teacher Education Scholarship Recipients:

Bailee J. Oregon State University
Jennifer M. Oregon State University
Ariana R. Rogue Community College
Kaitalyn E. Eastern Oregon University
Rylie H. Southwestern Oregon Community College
Evelyn M. Oregon State University
Emma H. Treasure Valley Community College