



September 14, 2006

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**Greetings,**

***Welcome to the 2006-07 school year! Who knew that when you were elected last spring there should have been a “fasten your seatbelts it’s going to be a bumpy ride” sign flashing overhead? I want to commend all local PTA/PTSA presidents for dealing with the backpack mail suspension with grace, humor, and determination. I would like to thank all PTAs who rallied their executive boards to figure out creative ways to get PTA information to parents and who wrote to the Board of Education to instill a sense of urgency. When I first communicated with Board members, they were planning to take action on September 14. Your advocacy resulted in an emergency BOE meeting a full two weeks earlier. I was especially pleased to see how many local PTA presidents testified at the Board meeting on August 30. You all did an excellent job. Now let’s put this energy toward some positive accomplishments rather than just fighting to hold our ground.***

I do want to let you know that I am still working with our pro-bono attorney to put out an information sheet to clarify our advice to PTAs on distributing materials from other groups. As soon as I have the final copy I will send it out via our list serves. I have also written to National PTA asking that they seek legal advice on our behalf.

If you know me, you know I’m not a Pollyanna, but I can’t help but thinking there was a silver lining in all of this, or maybe even two. After a couple years

of feeling that the BOE was successfully diminishing the role and importance of PTA, both the school system and the Board made several public affirmations of our close relationship and the value of PTA in the schools. There were many schools where principals really stepped up to work collaboratively with their PTAs to get information out and ensure that PTAs still had a role in Back to School Nights and other events. And finally, the temporary suspension has many PTAs thinking about what they need to do to be able to stand on their own if need be.

All presidents and delegates are encouraged to attend our first Delegates Assembly on Tuesday, September 26, at 7:30pm in the Carver Auditorium. There will be a brief welcome and explanation of how the DA works at the beginning of the evening. We have several items of business including approving the MCCPTA budget, re-introducing a resolution that came up in May on Health Technicians in schools (attached at end of this letter), and another resolution on Student Service Learning hours. We also will be presenting our initial draft of the 06-07 advocacy priorities. Finally, we are going to give our committee chairs one minute each to explain the work of their committees. After that we will have a committee fair where you can speak to the chairmen and get more information on that committee. We rely on local PTA members to join our committees so please think about joining one and/or bring information back to your local members and encourage them to get involved.

I hope to see many of you at our Training Conference on Saturday, October 7<sup>th</sup>. Please look through the list of topics and encourage your executive boards to attend the appropriate sessions. We know that there is a wealth of information within our locals and training sessions are an excellent opportunity to share what's working for you as well as learn some new practices.

Both our Gifted Child Committee and our Special Education Committee will have their kick-off meetings in October. Make sure that your PTA has a liaison to each of these committees and attends these important orientations. More information is contained in their committee reports.

This year the theme for National PTA's Reflections program is "My favorite place..." All PTAs should receive information on the Reflections program this month. For more information and flyers on the program, visit the MD PTA web site at [www.mdpta.org/bridge\\_reflections](http://www.mdpta.org/bridge_reflections). If you have never had a reflections program at your school, or you just want to know how to run a better program, come to the training. There is also a Reflections Committee meeting on September 20, from 7:30-9:00pm in the Carver Auditorium. Please be aware that both MD State PTA and National PTA will be checking to see if a PTA is in good standing before accepting Reflections entries from that PTA. Make sure that your PTA has up to date bylaws, is incorporated with the state of Maryland, and has paid its dues and insurance premium. If your PTA is not incorporated or the bylaws are out of date we can help you. Contact our treasurer or bylaws chair for assistance.

I just received a stack of approved bylaws from MD PTA; the approved bylaws are also mailed directly to the local PTAs. Many of these bylaws were approved with the condition that you make certain technical corrections. Make sure that you make these changes on your copies of your bylaws. Over 40 of our locals have bylaws that are overdue for revision, if you are one of these PTAs please take advantage of the offer of help from our bylaws chair, Vicki Rafael.

All PTAs are required to have an audit committee review their books and then send an audit report to MCCPTA along with their annual treasurer's report. MD PTA recently added the requirement that this audit be sent to us within two months of the close of your fiscal year. So please, send the report along to our office. Last month at our Board of Directors meeting, our treasurer made the excellent suggestion that PTAs contact another school in their cluster and arrange for the treasurers to swap books and conduct audits for each other.

Finally, I want to mention the Maryland PTA convention in Ocean City on November 10<sup>th</sup> and 11<sup>th</sup>. All PTA presidents should get registration materials soon. Sending a representative from your PTA convention is an appropriate expense for PTAs so I encourage you to find someone from your local to attend.

*Jane*

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## **Resolution on Health Technicians (By Wootton Cluster)**

**WHEREAS**, most MCPS Schools have health technician services for only 5 ½ hours;

**WHEREAS**, MCCPTA believes that 5 ½ hours of health technician coverage is insufficient to meet the needs of our children;

**BE IT RESOLVED**, that MCCPTA supports and will advocate for increased nurse/health technician services so that a nurse or health technician will be on duty from ½ hour before the start of the school day to ½ hour after the end of the school day.

# **MCCPTA Training**

*Saturday, October 7, 2006*

*9:00am—1:45pm*

*Carver Educational Services Center*

*850 Hungerford Drive, Rockville*

***ALL PTA MEMBERS ARE WELCOME TO ATTEND***

- 9:00-9:30**      **Registration, coffee and light breakfast**
- 9:30-10:45**      **Session One, select from: Delegates, New Presidents, Secretary, Treasurer, Membership, Emerging Leaders, Cluster Coordinators/AVP**
- 11:00-12:15**      **Session Two, select from: Cultural Arts, School Improvement Plans (SIP), Advocacy, Outreach, Effective Meetings, Newsletter, Facilities/CIP**
- 12:30-1:45**      **Session Three, select from: Test Data/AYP, ES fundraising, HS presidents, MS presidents/issues, Bylaws, Reflections, Volunteer Programs**

**Session Three includes a boxed lunch**

*(For those of you planning to join us for lunch, Please RSVP to the MCCPTA Office at 301-208-0111)*

***Put this on your calendar today!***

# **2006 MONTGOMERY COUNTY CULTURAL ARTS SHOWCASES**

**WHAT:**

**WHEN:**

**September 29, October 3, October 12 & October 13**

**WHERE:**

**CARVER EDUCATIONAL CENTER AUDITORIUM  
850 HUNGERFORD DRIVE, ROCKVILLE, MARYLAND 20850**

**TIME:**

**9:00 am – 2:30 pm**

A DIFFERENT PERFORMER IS PRESENTED EVERY 15 MINUTES.  
THERE IS NO LUNCH BREAK. PLEASE BE PROMPT. EVERY DAY  
HAS DIFFERENT PERFORMERS.

**WHO ATTENDS:**

EVERYONE INTERESTED, IS INVITED AND ENCOURAGED  
TO ATTEND. PLEASE SIGN IN EACH DAY THAT YOU  
ATTEND. ADMISSION IS FREE!

**SPONSOR:**

**MCCPTA/EPI (MONTGOMERY COUNTY COUNCIL OF PARENT TEACHER  
ASSOCIATIONS / EDUCATIONAL PROGRAMS, INC.)**

**INFORMATION:**

SEDA GELENIAN – PRODUCER / COORDINATOR  
CALL –301/540-4180 (h), [sedagelenian@starpower.net](mailto:sedagelenian@starpower.net)  
**(PLEASE DO NOT CALL MCPS)**

**DIRECTIONS:**

From the North, Frederick Rd. becomes Hungerford Dr, becomes  
Rockville Pike (Rt 355). Pass Gude Dr, as you pass Montgomery  
College, turn right at the traffic light (MANAKEE). Carver Educational  
Center is on your left. Park in the lot on your left before the building.  
Proceed to the NORTH ENTRANCE. The Auditorium is immediately to  
your left as you enter.

**OR**

From 95, Take 495, Exit to 270, Take Exit 6 (RT.28) to Rockville. Go up  
the ramp, through the light/cross Rt. 28. Turn left on MANAKEE at  
traffic light. Carver will be on your right. Park in the front of the  
building and use the NORTH ENTRANCE.

**(ALL PERFORMERS PRESENTED AT THE SHOWCASES HAVE BEEN APPROVED BY THE  
SUPERINTENDENT'S COMMITTEE FOR PERFORMANCES IN MCPS)**

## MCCPTA Committee Updates – September 2006

(Please note: Additional Committee updates are shared electronically on the MCCPTA Bulletin)

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### Capital Improvement Program Committee:

**Marney Jacobs (Co-Chair):** [mjdti@bellatlantic.net](mailto:mjdti@bellatlantic.net)

**Jim Keenan (Co-Chair):** [jim.keenan@fmcsa.dot.gov](mailto:jim.keenan@fmcsa.dot.gov)

The CIP Committee has been preparing for the annual capital budget cycle which starts in the fall. Areas have been meeting with Department of Long Range Facilities Planning to discuss cluster CIP comments, proposed capital projects and non-capital actions, such as boundary studies. The CIP is published in late October, followed by testimony to the Board in early November, Board amendments and approval by the end of November.

The Committee and MCPS staff will present information on the CIP and the process at the October 7 training.

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### Gifted Child Committee: Elizabeth Enders, Chair, [eaenders@verizon.net](mailto:eaenders@verizon.net)

The MCCPTA Gifted Child Committee would like every quad cluster to designate someone to serve on our committee in the role of GT cluster representative, in order to have broad representation on GT issues affecting children in Montgomery County, and to make two-way communication easier between MCCPTA and the local schools on matters pertaining to gifted education and services provided by MCPS. This person could be the AVP, the Cluster Coordinator, a local school MCCPTA Delegate or PTA GT Liaison. He/she would monitor our listserv, pass information to the local PTAs, and pass back any local concerns and issues to the MCCPTA Gifted Child Committee. Our committee meets approximately every other month on the fourth Thursday. Our calendar of meetings so far includes the following dates: 9/28, 11/30, 3/22, 5/24. Please give the name of your quad-cluster (or cluster) GT representative to Elizabeth Enders, [eaenders@verizon.net](mailto:eaenders@verizon.net).

Planning continues for the annual training for local PTA GT Liaisons. This year's training is scheduled for **Wednesday, October 11 at the Richard Montgomery High School Auditorium, from 7:00 p.m. to 9:30 p.m.** We hope your GT Liaison or a substitute will be able to attend. The meeting is open to the public, so feel free to invite other parents or advocates for children, as well.

The Gifted Child Committee met on August 31, 2006. We discussed plans for the fall training, upcoming meetings with the Office of Accelerated and Enriched Instruction (AEI), and developed a general information flyer to be sent home in backpacks or PTA newsletters. Our committee is currently researching the potential use of Lexile scores (MAP-R tests) to help direct instructional level/placement for GT students, as well as identification.

To join our listserv, send an email to: [GTLiaisons-subscribe@yahoogroups.com](mailto:GTLiaisons-subscribe@yahoogroups.com), or contact Christy Lyons at [christylyons@verizon.net](mailto:christylyons@verizon.net).

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### Grading and Reporting: Sharon St.Pierre, Chair, [stpierre619@comcast.net](mailto:stpierre619@comcast.net)

Findings from the October 2005; January 2006 and April 2006 surveys of elementary and secondary teacher/school/student interviews on implementation of grading and reporting procedures are available online at:

[www.montgomeryschoolsmd.org/departments/sharedaccountability/](http://www.montgomeryschoolsmd.org/departments/sharedaccountability/)

Betsy Brown and others presented an extensive report on Grading and Reporting to the BOE on September 14, 2006. All BOE meetings are shown on cable TV and are also available to view from the MCPS web site. Working on setting up a Grading and Reporting Committee meeting early October.

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### Health Committee: Tracy Fox, Chair, [tracyfox@comcast.net](mailto:tracyfox@comcast.net)

See attached Nutrition Information

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**Listserv Committee: Patti Twigg, Chair, [lptwigg@aol.com](mailto:lptwigg@aol.com)**

1) On May 16, 2006, I asked via the MCCPTA\_Presidents listserv for schools to share their rules for their individual PTA listservs. This is a summary of the information I received. The more detailed relevant responses, with identifying information removed, are found as an attachment to this report due to the length. Several schools requested that the summary information be made available to them in order to help them define the parameters for their own listservs.

- Eleven schools (12 lists) replied to my request; six elementary schools, 1 middle school and 4 high schools.
- Almost all of the lists either use moderator post only (1) or require that all messages that are posted be approved by a moderator before being sent to the list (7).
- Most do not allow discussion (8), and most of those that do allow discussion limit it by either having the moderator ask that the discussion be taken off list or with actual limits on the number of posts allowed on a topic by one person (3).
- Schools that offer discussion stress courtesy and respect in discussions and posts.
- One school has two lists, one that is a discussion list and another that was started to gain some measure of control. This school reports that its lists are in a state of flux.
- Most of the schools that responded limit membership to the school community, but they define that in different ways. Some include neighbors, some limit it to just the parents of current students and staff. One school has open membership for anyone that wishes to be on the list.
- One school uses suspension and removal for violators of its guidelines, another uses suspension for violators.

2) In response to a request by an MCCPTA member, I have prepared a document meant to help locals who want to start a listserv. The document contains questions for PTAs to discuss when they are considering this possibility. I have attached that document to this report also.

3) Housekeeping statistics and data for the listservs:

**As of September 2, 2006:**

Listserv name	# of email addresses subscribed (some people have more than one address subscribed to a listserv)
MCCPTA Board	93
MCCPTA Bulletin	407
MCCPTA Delegates	362
MCCPTA Presidents	254

- There are 55 people that subscribe to MCCPTA\_Delegates that do not also subscribe to MCCPTA\_Bulletin.
- There are 104 people subscribed to MCCPTA\_Bulletin that do not also subscribe to MCCPTA\_Delegates.
- There are 303 people subscribed to both MCCPTA\_Bulletin and MCCPTA\_Delegates. The slight discrepancy in the number of members subscribed to both versus the number on each list minus the numbers quoted above (4 people) is due to multiple addresses for some people on one list and not the other.
- The number of people on the MCCPTA\_Presidents list represents 152 schools with confirmed Blue Book information, 15 MCCPTA officers or AVPs or Cluster Coordinators, and approximately 26 schools with unconfirmed Blue Book information whose presidents from last year remain until I either have new contact information or confirm they are continuing this year. The seeming discrepancy in the totals is due to some schools having a president and a president-elect or executive vice-president on the listserv. There are still some schools with no contact information at all. I am working closely with the MCCPTA Office Manager to make sure people are added as soon as we have their contact information.
- Each listserv has files on its website that are sent out in response to certain membership events or on a fixed schedule. These files are detailed below.

Reason file is sent	Listserv name	Name(s) of file(s)
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Request to join made via web	MCCPTA_Board	<a href="#">Board pending membership.txt</a>
Request to join made via web	MCCPTA_Bulletin	<a href="#">Bulletin pending membership.txt</a>
Request to join made via web	MCCPTA_Delegates	<a href="#">Delegates pending membership.txt</a>
Request to join made via web	MCCPTA_Presidents	<a href="#">Presidents pending membership.txt</a>
Upon joining	MCCPTA_Board	<a href="#">boardguidelines.txt</a> <a href="#">Usage Information for Board of Directors.txt</a>
Upon joining	MCCPTA_Bulletin	<a href="#">beginners guide to MCCPTA listserves.txt</a> <a href="#">MCCPTA Listserves_Geninfo.txt</a> <a href="#">subscription_informationv2.txt</a>
Upon joining	MCCPTA_Delegates	<a href="#">Listserve Etiq and guide.txt</a> <a href="#">beginners guide to MCCPTA listserves.txt</a> <a href="#">MCCPTA Listserves_Geninfo.txt</a> <a href="#">subscription_informationv2.txt</a>
Upon leaving	MCCPTA Board	<a href="#">Board unsubscribe.txt</a>
Upon leaving	MCCPTA Bulletin	<a href="#">Bulletin unsubscribe.txt</a>
Upon leaving	MCCPTA Delegates	<a href="#">Delegates unsubscribe.txt</a>
Upon leaving	MCCPTA Presidents	<a href="#">Presidents unsubscribe.txt</a>
Monthly reminder	MCCPTA Delegates	<a href="#">[ADMIN] brieflistserversreminders.txt</a>

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### Special Education Committee:

**Diane Dickson** [rvdianedickson@yahoo.com](mailto:rvdianedickson@yahoo.com) (Co-Chair);

**Jennifer Zaranis** [jfr4806@juno.com](mailto:jfr4806@juno.com) (Co-Chair)

**October 11, 2006 7:00-9:00 PM-MCCPTA Special Education Committee Update from the Office of MCPS Special Education and Associate Superintendent for the Office of Special Education and Student Services.** This annual kick-off meeting for PTA Special Education Chairs offers an opportunity to learn about the latest in MCPS Special Education programs and service delivery models. Kickoff with Dr. Carey Wright, Assoc. Superintendent Office of Special Education and Student Services, Ms. Gwendolyn Mason, Director, Department of Special Education Services, Ms. Vickie Strange-Moscato, Director, Department of Special Education Operations will be on hand to present information and answer questions. Contact Jennifer Zaranis at 301-503-4087 or via email at [jfr4806@juno.com](mailto:jfr4806@juno.com) to register or for more information. **Please Note New Location: 850 Hungerford Drive, Rockville, MD 20850 Carver Education Service Center Auditorium**

**October 25, 2006 7:00-9:00 PM-Training/Orientation for New Special Education Chairpersons-New and returning PTA Special Education Chairpersons** meet to learn about and refresh ideas for goals for the new school year. Give input as to the important questions that need to be addressed during this year's workshops. The training is open to ALL interested persons; information packets are given to PTA Special Education Chairs to take back to their respective schools. Contact Jennifer Zaranis at 301-503-4087 or [jfr4806@juno.com](mailto:jfr4806@juno.com) to register or for more information. **Please Note New Location: 850 Hungerford Drive, Rockville, MD 20850 Carver Education Service Center Auditorium**

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**Operating Budget Committee: Steve Crowley, Chair, [stevecrowley@att.net](mailto:stevecrowley@att.net)**

The Operating Budget Committee presently has four members. We are in the process of distilling the responses to the spring questionnaire and the summer meetings to collate the priorities of those respondents. We hope to have this finished in time for the 1<sup>st</sup> delegates' assembly.

On 8/17/06, Pam Moomau and Steve Crowley met with Dr. Marshall Spatz, MCPS Budget Director, for a briefing on this year's process and the factors that will affect this year's budget and future budgets.

- A) Budget issues:
  - 1) Every department has been asked to submit a budget 2 1/2 % lower than last year. While not every department will be able to achieve this, any money freed up can be used for other programs.
  - 2) MCPS uses a zero based budgeting approach, which means that all expenses must be justified; you start every year at zero and build up what you need.
  - 3) Enrollment growth is now projected to be a negative 1200 or so (less students). ESOL and Special Ed continue to grow, while "regular" students decline. Final counts are made on Sept. 30. This will lower County payments made on a per pupil basis (maintenance of effort requires same \$ per pupil) but ESOL and Spec Ed are higher cost students.
  - 4) Only one new school will open in 9/07 (Arcola ES) compared to 5 in 9/06. Therefore there will not be the same jump due to new schools as last year.
  - 5) Compensation will be a big issue for several reasons. a) All three unions are due to have their contracts renegotiated. b) The new pension system will increase the cost to teachers (from 2.1% to 5.5% over 3 years) and they can be expected to ask for some of that back as additional COLA adjustments. A 1% increase is around \$14 million. c) Health care costs continue to grow at 10% - 11%. d) MCPS pension increase is \$5 million. e) GASB (Government Accounting Standards Board) has required that future health care benefits for retirees be funded. This will take \$15 million this year, \$30 million next year, \$45 million after that and increasing until totally funded.

Expect \$110 to \$130 million increase in personnel costs for all of these reasons.

- B) Other points of discussion:
  - 1) Dr. Spatz offered his opinion that MCCPTA should align our Budget Compact with the 5 points of MCPS's strategic plan. He believes that by aligning with the MCPS plan, it will become easier to push for reforms in those areas.
  - 2) A new financial system will go live on 7/1/07. This new system will allow a much more detailed look at the budget. How much we will be able to see has not yet been determined, but MCPS will be able to drill down to the school level.
  - 3) Dr. Spatz believes in planning ahead, i.e. start asking now for thing we want to have in the future (2-3 years) as the budget process is very hard to alter once drafts have started to be circulated. According to him, this means that MCPS does listen, but needs time to make sure that's what the community wants and needs time to implement. Therefore, be consistent in asking for programs and plan ahead by several budget cycles.
  - 4) A lot of the budget documentation is now on-line in pdf format including the schedules, schools at a glance.

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**Reflections Committee: Neal Myerson, Chair, [nealmbshs70@yahoo.com](mailto:nealmbshs70@yahoo.com)**

The 2006 - 2007 Reflections Program is underway. This year's theme is "My Special Place". Already I am hearing from PTAs that will be having a Reflections program for the first time this year. Local entries are due to MCCPTA by Tuesday, January 3, 2007. New this year is the addition of dance and film as national categories. Both were Maryland only categories last year. The new Maryland PTA Reflections book is now available at [www.mdpta.org](http://www.mdpta.org), and is also in the process of being mailed to local presidents. Local PTAs must be in good standing for students at that school to receive awards. In order to avoid last minute problems, we are using a new approach this year. It is this: if your PTA is participating in Reflections this year, please let me know by the end of September. I will forward the names to our bylaws



chair Vicki Rafel, who can advise that PTA of any actions needed to remain in good standing. Participation in this is strongly encouraged but not required. I encourage your students to also enter the Theme Selection Contest for 2008 - 2009. Entries are due to the state office by November 1. Complete information is in the Reflections booklet. There will be an open Reflections Committee meeting on Wednesday, September 20 at 7:30 in the Carver cafeteria.

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**Website Committee:**

**Sharon Goodall (Co-Chair) [Sharon Goodall@hotmail.com](mailto:Sharon_Goodall@hotmail.com)**

**Lin Lin Mao (Co-Chair) [linlinmao@earthlink.net](mailto:linlinmao@earthlink.net)**

The website has gotten a facelift this month, thanks to the hard work of Lin-Lin Mao, Website Committee co-chair! The main page and the site have been reorganized and streamlined to provide better access to the MCCPTA community. Email links have been added for all of the Area VPs, cluster coordinators and committee chairs.

A full set of links to local PTA websites are now included on the website. The timing of this effort was fortuitous, as access to PTA websites through school websites was in question during the Flyer Distribution Policy modification period. Local PTAs that find a problem with the website's link to their site should contact the committee via [webmaster@mccpta.com](mailto:webmaster@mccpta.com).

The committee met in August and September to coordinate the changes. We will be working to add all of the approved MCCPTA resolutions to the site, adding more events to the calendar, and working with MCCPTA committees to get more committee-related information on the site.

Anyone interested in working with the Website committee or with suggestions for information on the site should contact the committee via [webmaster@mccpta.com](mailto:webmaster@mccpta.com).

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**ATTENTION: NEW COMMITTEE IS FORMING**

**Student Service Learning Committee (SSL)**

MCCPTA's Board of Directors voted to form a new committee this year, Student Service Learning (SSL) Committee. We are in the process now of getting a chair and forming a work plan for this committee. Those interested in being a part of the SSL Committee should contact Sharon St.Pierre at [vpedissues@mccpta.net](mailto:vpedissues@mccpta.net).

The Maryland State Department of Education has sent a letter to MCPS in regards to raising our county's current graduation requirement of 60 hours of SSL to the state standard of 75 hours. They would like this new requirement to begin with our current sophomore class. Montgomery County previously had received an exemption from the state for a requirement of 60 hours based on their plan to make these hours more meaningful for our students. Sharon St.Pierre, VP Educational Issues, will present a resolution at the September Delegates Assembly addressing this SSL issue.

# **Nutritional Standards and Montgomery County Public Schools**

*Article submitted by Susan Hippchen, RD, MCPS Food and Nutrition Services ([Susan\\_Hippchen@mcpsmd.org](mailto:Susan_Hippchen@mcpsmd.org)) and Tracy Fox, MPH, RD, Health Committee Chair, MCCPTA ([tracyfox@comcast.net](mailto:tracyfox@comcast.net))*

There are two main sets of nutritional standards in MCPS. One set applies to the U.S. Department of Agriculture (USDA) National School Breakfast and Lunch Programs. USDA sets standards for a number of key nutrients that must be met in providing school meals. MCPS meals meet, and often exceed these standards and MCPS staff continue to look at menus, conduct focus groups with students, and enhance the menus.

A second set of nutrition standards is in place for all of the other foods and beverages that students have access to outside of the school meals program. MCPS, with input from parents and other health advocates, made some significant changes and strengthened the standards for these items several years ago. These new guidelines were adopted by the Board of Education and apply to foods and beverages sold to students through the a la carte cafeteria offerings, vending machines, school stores, athletic departments, and fund raising done on school grounds. The nutritional standards are as follows:

Beverages (container size not to exceed 16 ounces, except for unflavored water)

- Water
- Flavored, noncarbonated water
- 100 percent fruit juice
- Fruit beverages with a minimum of 50 percent fruit juice
- Low-fat or non-fat milk
- Sports drinks (isotonic beverages) to be available in the physical education area only

Snacks (single portion package, as stated on the label)

- 7 grams or less of fat (nuts and seed excluded)
- 2 grams or less of saturated fat
- 15 grams or less of sugar (fruit excluded)

Parents, school officials and food service staff are encouraged to ensure that foods and beverages meet these standards. In addition, hi sugar/hi fat/hi sodium foods and beverages should not be used as rewards and classroom incentives and in general, should not be promoted in the classroom or throughout the school. School-sponsored events should always include foods and beverages that make a positive contribution to the overall health of the student.

## **Helpful links**

Montgomery County's Wellness Policy: <http://www.mcps.k12.md.us/departments/policy/pdf/jpg.pdf>

Wellness Policy Regulations: <http://www.mcps.k12.md.us/departments/policy/pdf/jpgra.pdf>

MCPS Food and Nutrition Services (contains menus, nutrient analysis and other important information): <http://www.mcps.k12.md.us/departments/foodserv/menus/cafemenus.shtm>

## **“Must Do’s” for PTAs**

### **Pursuant to Maryland PTA Bylaws:**

1. All PTAs must be incorporated. Go to [www.dat.state.md.us](http://www.dat.state.md.us) to see if your PTA is incorporated and in good standing with the State Department of Assessments and Taxation.
2. All PTAs must carry bonding and liability insurance. MCCPTA carries a blanket policy which covers all local units. In the next couple of months each unit will receive a bill from MCCPTA for their portion of the premium.
3. All PTA checks must be signed by two people - the treasurer and one other authorized officer.
4. All PTAs must submit a copy of their annual Treasurer’s Report and audit report to the MCCPTA Treasurer, Juan Johnson at MCCPTA, 2096 Gaither Road, Suite 204 by pony mail, or MCCPTA, 2096 Gaither Road, Suite 204, Rockville, MD 20850 by US mail. This report must be submitted within two months after the end of the fiscal year.
5. All PTAs must maintain current by-laws. The by-laws must be reviewed and resubmitted every three years.
6. All PTAs must pay annual dues to Maryland and National PTAs and to MCCPTA.

### **Pursuant to Maryland State Law:**

7. All PTAs must be registered with the Charitable Organizations Division - Office of the Secretary of State ([www.sos.state.md.us](http://www.sos.state.md.us) - and follow the links to “Registering a Charity”).
8. All incorporated PTAs must file a personal property tax return by April 15 of every year in order to maintain their corporate status.
9. If your PTA resells any items, such as gift wrap, plants, candy, it must have a sales tax license and file returns according to the schedule your PTA establishes with the state.

### **Pursuant to Federal Law:**

10. All PTAs with gross receipts of \$25,000 or more must file Form 990 (with Schedule A) annually. The return is due on the 15<sup>th</sup> day of the 5<sup>th</sup> month following the last day of the organization’s fiscal year. For example, if the local unit’s fiscal year ends on June 30, the 990 must be filed before November 15.

*Questions? Need assistance? Please don’t hesitate to call me! My “job” is to be a resource for you and your PTA.*

**Juan Johnson**

*MCCPTA Treasurer*

[Johnson.Juan@yahoo.com](mailto:Johnson.Juan@yahoo.com)

301-512-5566

**PRESIDENT'S LETTER**  
**MCCPTA**  
**2096 Gaither Road**  
**Suite 204**  
**Rockville, MD 20850**

**Pony Mailing**

**SEPTEMBER 2006**

**MCCPTA Calendar 2006-2007**

**Unless otherwise specified all meetings take place at the  
 Carver Educational Services Center (850 Hungerford Drive, Rockville, MD 20850).**

<b>September</b>	20	7:30pm	Reflections Committee Meeting, Cafeteria
	26	7:30pm	Delegate Assembly with Committee Fair
	29	9-2:30	Cultural Arts Showcases, Auditorium
<b>October</b>	3, 12 & 13	9-2:30	Cultural Arts Showcases, Auditorium
	5	7:30pm	BOD meeting, Auditorium
	7	9:00-2:00	MCCPTA training
	11	7:00-9:30pm	GT Liaison Training, Richard Montgomery HS
	11	7:00-9:00pm	Special Education Kick-off meeting, Auditorium
	12	7:00pm	MCPS Strategic Forum Hearing
	24	7:30pm	Delegate Assembly, BOE Candidate Forum
	25	7:30pm	BOD meets with BOE, Cafeteria
	25	7:00-9:30pm	Special education liaisons training, Auditorium
	30		CIP released
<b>November</b>	1	TBA	CIP Forum
	10, 11		MD State Convention, Ocean City
	13		Legislative Dinner, BOD with Legislators
	15, 16	7:00pm	CIP testimony to BOE, Auditorium
	20	7:30pm	BOE meeting/CIP decisions
	28	7:30pm	Delegate Assembly