



Caddo District PTA Newsletter



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Margie Rayburn, President
Issue #2

Affiliated State and National PTA
October 2008

2008-2009 Caddo District Board of Directors

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Sandi Walton, *Reflections Program*
Stephanie Hyatt, *Registration?*
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President's Message

We are off to a great start with membership this year. Reach higher than you have ever reached before and we will do outstanding with this endeavor.



Louisiana PTA has asked that we have at least 5% more members than we did last year. I will join 5 (five) PTA's that approach me to purchase a membership card at the next meeting.

A school whose gross receipts are less than \$25,000 must file an IRS 990-N e-postcard. I have filed the Caddo District PTA 990-N e-postcard and have developed the information that schools will need to be able to file this easily. We will E-mail the directions to all of the PTA Presidents which we have E-mails addresses and then we will **graybox** them to all the schools. All PTA Presidents should check with their school office to be sure they have a mailbox where they can receive mail through the **graybox**. The filing of the 990-N e-postcard should be filed no later than **November 15, 2008**. This is the first year that all PTAs have to file a 990-N e-postcard, 990EZ or 990 form. After 3 years, if your school does not file, your school will lose its IRS non-profit status.

We are looking forward to seeing you at the Principals' Luncheon this year. We have a new location (East Ridge Country Club) and we always have a wonderful time honoring our Principals. Schools can come as early as 9:30 a.m. to decorate their tables. The order form is inserted in the newsletter and is on the website at: www.caddodistrictpta.org.

There are several schools that we do not have the president's name and contact information. We need this contact information to send out newsletters and other PTA information, print in our Caddo District PTA Directory, share with the Louisiana PTA and National PTA's so that you may receive their mailings.

You are encouraged to visit the Caddo District PTA website and look at all the information that is there to help you in your school. The website for the Caddo

District PTA is: www.caddodistrictpta.org and the password is your username on the back of the 2008-09 PTA membership cards.

See you at the District PTA General meeting on October 7, 2008 at 9:30 a.m.

Margie Rayburn

Caddo District PTA, President



From the Superintendent's Desk

Dear PTA Presidents and Caddo District Leaders,

I am pleased to report that we had an extremely smooth opening for all schools in the Caddo Parish Public School System. Thank you for your individual and collective efforts in welcoming back to school our 43,000 students in Caddo's 75 schools.

Near the beginning of this school year, it was a pleasure meeting many of you during your annual retreat held in our central office. Thank you for inviting me to share my vision and initial plans for the students, staff and community partners in Caddo. I continue to encourage you to embrace our 2008-09 theme, "*Creating World Class Schools for World Class Students.*" Together, we can make a tremendous difference in the lives of all of our students.

**Dr. Gerald Dawkins,
Superintendent**

Increased involvement of parents and guardians heads the list as [one of the most important ways to improve our schools](#). Research confirms that [parent involvement makes an enormous impact](#) on a student's attitude, attendance, and [academic achievement](#). As leaders in the Caddo District PTA, you are commended for your impressive achievements, such as boasting one of the largest PTA units in the state of Louisiana. Yet, there is additional work for all of us. I challenge you to explore creative avenues to engage more parents in the education process. Creating world class schools requires the involvement of world class parents. I look forward to working with you as we [connect families and schools to help children succeed](#) in school and in their future.



TREASURERS' CORNER

"TAX EXEMPT STATUS"



The PTA tax-exempt status means that an individual or corporation can make a donation to your PTA and that donation is deductible from the *individual's or corporation's* IRS Income Tax. An example would be - if you go to the PTA State Convention and you are not reimbursed for all expenses, you could deduct non-reimbursed expenses on your personal income tax as a charitable gift. You may want to keep a log of your car mileage to be a PTA volunteer - your gas would be an example as a donation/charitable gift.

Ann Wolf
Treasurer

UNIT IN GOOD STANDING

Caddo District 1st Awards Deadline - November 11, 2008

Louisiana PTA 1st Awards Deadline – November 1, 2008

Unit in Good Standing must be met prior to deadlines for entries to be eligible for Programs/Awards participation.

A local PTA in good standing is one that:

- 1) has approved bylaws on file in the Louisiana PTA office. Bylaws must be approved by the State Secretary at least once every five (5) years.
- 2) has a current years budget verified by a Local Unit Budget Approval form signed by the local president, treasurer and another member; and submitted to the Louisiana PTA office. (I fax these for you)
- 3) has been assigned its own Employer Identification Number (EIN/Tax Identification Number) from the I.R.S. A copy of the confirmation letter with the Employer Identification Number (EIN/Tax Identification Number) must be forwarded to the Louisiana PTA office. Call me for information on how to do this.
- 4) must purchase a PTA membership card for every paying member. Each unit must purchase a minimum of thirty (30) cards per year.

The underlined information is what has to be completed to become a unit in good standing. The following school have met all this criteria. These schools are “Units is Good Standing”.

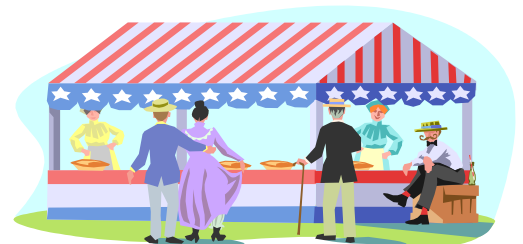
Arthur Circle Elementary
C. E. Byrd High
Caddo Middle Magnet
Fairfield Elementary Magnet
Herndon Elementary/Middle Magnet
Judson Fundamental Elementary
Linwood Middle
Youree Drive Middle

A list was placed in the last newsletter on what your school needs to do to become a “Unit in Good Standing”.
Submitted by Margie Rayburn

FUNDRAISER SUGGESTIONS FROM CADDO PTAs

During the Spring Fling in April 2008, PTAs came together for a round table discussion on fundraising at their schools. Following is a summary of the ideas that were presented:

Windy Faith – Best Impressions
Silent Auction for front seats at programs
Jeans Day - \$5.00 a person
Pizza Slice Day
Trick or Treat bags \$1 each at Halloween or Christmas (Parents donate candy)
Chick Filet or El Chico night
Spirit items (Yard signs, magnets, shirts, etc.)
Butter Bread – Henderson, TX
Square 1 Art – New York (Each child gets a magnet of art work.)
Rummage sale
Poinsettia Sale
Coca Cola sale
Junk in the Trunk (Sell spaces for \$20)
Varsity Goals – cookie dough
Style Show – (Sell tickets – One who sells the most gets prize)
Souvenir Book – Mr. & Mrs. Beauty Pageant – sell logos





Membership Matters

Eppie Adams, 1st V.P. Caddo District PTA/Membership

Caddo District PTA is pleased to have 10,625 memberships as of September 22, 2008. Keep up the good work!

There have been several questions regarding printing members' names onto the membership cards. The names of your PTA members can only be printed on the cards through OMDR onto blank membership card forms. To do this, follow the steps below:

1. Submit the New President's Information Sheet to Margie Rayburn. She will then send this information onto the State PTA. The State PTA will then assign your PTA President with a username and password for OMDR.
2. The Local PTA President then needs to log into OMDR to enter the Local Executive Board and Membership Chair, so entry into the database can be made by others involved with Membership.
3. The names and contact information of the local PTA members need to be collected. Land addresses must be collected in order to enter individual information into the OMDR database.
4. Once local PTA members have been entered into OMDR, membership cards can be run in batches of 10. OMDR will print the Unit LUR#, Member's name, School Name and Expiration date. Cards must be run onto the blank membership card forms available through the Caddo District PTA (call Eppie Adams to order blank forms: 687-0442)
5. Membership Cards with just the Unit Name and LUR Number printed on each card can also be ordered through the Caddo District PTA. With these cards, the PTA member's name and the expiration date need to be hand written onto the each card.

Membership cards are only \$2.75 and must be issued to every paying member. Each card comes with the added bonus of membership in Caddo District, Louisiana and National PTA. Cards are available at any District General Meeting or by contacting Eppie Adams (687-0442 or web@caddodistrictpta.org). Please make checks payable to LA PTA. With two to three days notice your Unit Name and LUR Number can be printed on your cards!



Election Season is Here!

PTAs **must not endorse** any candidate.

Encourage your members to exercise their right to vote in the primaries and the general election Nov. 4!



The National Blue Ribbon Schools Program honors public and private elementary, middle and high schools that are either academically superior or that demonstrate dramatic gains in student achievement to high levels. The program requires schools to meet either of two assessment criteria. It recognizes schools that have at least 40 percent of their students from disadvantaged backgrounds that dramatically improve student performance in accordance with state assessment systems; and it rewards schools that score in the top 10 percent on state assessments.

In January of 2008, Principal Kay Robinson received notification that Caddo Middle Magnet School was nominated by the Chief State School Officer under the "High Performing" category. This means that the academic achievement of the school's students places the

Caddo Middle Magnet Named Blue Ribbon School

school in the top 10% on state assessments in the subject areas of English and Mathematics. At that time, Mrs. Robinson submitted an application which included demographics, analysis of 5 years of the school's test data, and a narrative portion which articulated the mission, vision, history, curriculum, and culture of the school.

On Tuesday, September 9, U.S. Secretary of Education Margaret Spellings named Caddo Middle Magnet as one of 320 schools as 2008 No Child Left Behind-Blue Ribbon Schools. According to Secretary Spellings, these schools serve as models for other schools throughout the nation.

Caddo Middle Magnet is currently the top performing middle school in Louisiana according to test scores and was the only middle school in the state to receive this national honor. Retired Principal Kay Robinson, current Principal Louis Cook, and Ginger Gustavson, Blue Ribbon Chairperson at CMM, will represent the school at a ceremony in Washington, DC,

on October 20-21, where each school receives a plaque and flag signifying their status. Upon hearing the announcement, Mrs. Robinson responded, "I am absolutely thrilled for Caddo Middle Magnet family. This honor is reflective of the dedication and determination of our faculty, students, and parents. We are so proud to continue the legacy of academic excellence that CMM has enjoyed since its inception as the first magnet middle school in the parish in 1982."

Caddo Middle Magnet serves as a beacon of light in the educational community. The motto at Caddo Middle Magnet is *Together We Create a Masterpiece*. Mr. Louis Cook said, "I am very proud of the distinguishment and the recognition Caddo Middle Magnet received from the No Child Left Behind Blue Ribbon School committee. This vision is realized on a daily basis by a talented faculty, a dedicated parental base, and a network of community contacts, and a motivated student body."



Caddo PTA Directories

The Caddo District PTA Directory will be distributed at the October 7 general meeting. These directories will be given free of charge to all PTA presidents and school principals. The information in the directory is intended to help communication by furnishing contact information for each PTA president and all of the members of the Caddo PTA board of directors. Come to the meeting and pick up your directory!



Caddo District PTA Scholarship Donation

Caddo District PTA gives at least three scholarships to deserving seniors in the Caddo Parish School System. Caddo District PTA asks each local unit PTA to make a donation of at least \$20.00 to this fund to help us continue this endeavor. Tear off the bottom form on this page and please mail it to the address listed on the form.

Caddo District PTA Scholarship Donation

School Name _____

President's Name _____

Address _____

Phone Number _____

We are sending a donation to the Caddo District PTA in the amount of \$

Please mail to: Ann Wolf, Treasurer
700 Martinique Ct.
Shreveport, LA 71115

“It’s the Principal of the Thing”
Caddo District PTA Principals’ Luncheon
Invitation and Ticket Order Form

This is the time for PTAs to honor our Principals! The annual Principals’ Luncheon is set for Thursday, October 23, 2008 at East Ridge Country Club, 1000 Stewart Drive in Shreveport. This special event, from 11:30 a.m. until 1:30 p.m., will give principals a much-needed break and a chance to fellowship with their friends whom they don’t see very often from other schools.

Local PTAs are encouraged to invite as many volunteers as they wish, with tickets costing only \$20 each*. Each PTA normally invites their principal and purchases their ticket while volunteers purchase their own. Any school that purchases six or more tickets will have a reserved table. Others will share a table with another school – a wonderful way to meet new people.

Tickets will be available for purchase at the October 7, 2008 Caddo District PTA meeting, or you may send the payment and a self-addressed stamped envelope with the form below to get tickets by mail. Be sure to save the top portion of this invitation for the needed information.

Here’s the best part:

- Schools are asked to decorate their table supporting this year's theme, "Creating World Class Schools for World Class Students" or spotlighting your school’s specialty. It makes a great conversation piece. Any group that purchases 6 tickets will have a reserved table. Groups with less than 6 will need to share the table space with another school. Tables are in rounds of 8 or 9 and have limited decorating space. ***Carpool if possible because parking is limited.***
- Each PTA is requested to bring a wrapped gift, valued at \$15-\$20, to present to their principal at the luncheon.

← ***Cut here and keep the top portion*** →

Principals’ Luncheon Ticket Order Form
Please return by Tuesday, October 14

School _____

PTA President _____

Number of Tickets @ \$20 each _____

Total Payment enclosed (Checks payable to Caddo District PTA) \$_____

Send this order form, payment, and a self-addressed, stamped envelope for tickets and a receipt to:

Evelyn S. Mosley, P. O. Box 29663, Shreveport, LA 71129, 318-603-6563 (W) 318-635-8952 (H)

Tickets may also be purchased at the October 7, 2008 general meeting.

*The Caddo District Board of Directors would like to make you aware of new standing rules that apply to purchasing tickets:

Caddo District PTA Standing Rules, #16. e. and f.

e. Any tickets purchased or reserved before the published deadline will be charged the published price per ticket.

f. any tickets purchased or reserved after the published deadline will be charged the published price per ticket plus a \$10.00 late fee per ticket.

“Wow!”

Looking for a great opportunity to showcase your students' talents? The PTA Reflections Program is designed to accomplish exactly that. This program is your opportunity to encourage as well as, recognize the extraordinary talents and creativity possessed by your students.

The theme for 2008-2009 is “Wow!” Each entry should be inspired by and reflect this theme. Students, kindergarten through 12th grade, may submit original works in the six art area.

- Literature
- Musical Composition
- Photography
- Visual Arts
- Dance Choreography
- Film Production



It is important to note that each category has **specific rules** as well as general participation rules that **must** be followed. It is very important that the students adhere to these rules. This information is available by visiting the Caddo District PTA website at www.caddodistrictpta.org, in the Presidents Handbook or Reflection information packet provided at the summer workshop.

All participants are required to **fill out in its entirety and sign** the Student Entry Form. All entries must be submitted to Caddo District PTA according to the specific guidelines. Entries that do not will be disqualified.

The local unit president and/or Reflections chair is required to complete the last section of each Student Entry Form. If you have questions regarding any of these dates, contact Margie Rayburn at lapta@comcast.net or by calling 929-5313

Essential points

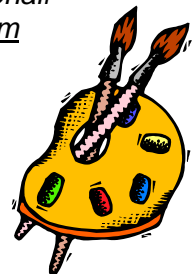
- ✚ A limit of **FOUR (4)** entries per grade division per category
- ✚ Entries must be the **ORIGINAL** work of student
- ✚ All entries will be judged on interpretation of the theme
- ✚ All entries **MUST BE** accompanied by an **OFFICIAL ENTRY FORM**
- ✚ Each entry form **MUST BE** completed in its **ENTIRETY**
- ✚ Program deadline for submission of entries **MUST** be adhered to
- ✚ The local unit **MUST BE** in GOOD STANDING in order to submit entries for judging



All entries are due November 11, 2008. If you have any questions, feel free to contact us.

Karen Black
Reflections Chair
karenanneblack@aol.com
861-7555
422-9401

Sandi Walton
Reflections Co-Chair
Sandiree5@aol.com
636-5374
470-4409





*Caddo District PTA
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Shreveport, LA 71130-2000*

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*Margie Rayburn, President
Charlotte Echols, Editor*



Calendar of Events

October

- 7 Caddo District PTA General Meeting – 9:30 a.m., CPSB Board Room
- 23 Principals’ Luncheon – 11:30 – 1:30, East Ridge Country Club
- 28 Caddo District Board of Directors Meeting – 9:30 a.m., Room 1

November

- 1 Reflection Theme Search Due to State
- 4 Presidential Election, **Schools Closed**
- 11 Caddo District PTA General Meeting - 9:30 AM, CPSB Board Room
- 11 Reflections Entries Due (4 per division allowed)
- 18 Caddo District PTA Board of Directors Meeting - 9:30 AM, CPSB Room 1
- 24-28 Thanksgiving Holidays – **Schools Closed**