

Dates to Remember

November 5th Council Meeting - Executive Board meeting [7:00 pm]

The following are due at this meeting:

- Insurance premium: \$199.00
- Worker's Compensation Annual Payroll Report for units with less than \$1,000 in contractor payments (required for all units, even if you have 0 employees)
- Copy of filed tax return, both state and federal taxes (see November 15th for details)
- Copy of RRF-1 filing
- Per Caps since last meeting (\$4.50 per member) (Teachers Matter Award, one free convention registration will be awarded to unit who remit roster and Per Caps for 100% of schools full time site based teachers. Application required)

November 13th

Reflections Submission Spreadsheet due electronically to Becky Bruno

November 14th [6:00-8:30 pm]

Reflections entries due. Irvington Highschool Rm 2

November 15th

ALL PTA UNITS, COUNCILS, AND DISTRICTS WILL FILE TAX RETURNS (see Finance Corner for details)

November 21st

Last day to submit \$199 insurance checks to Fremont Council financial secretary.

November 22nd

Insurance payment now overdue – include \$25 late fee with insurance payments after this date (\$224 total) mailed to Fremont Council Financial Secretary

December 1st

Last day to remit per caps, roster, and application for "Teachers Matter Award" (free convention registration)

December 8th [3-6 PM]

Reflections Ceremony – American High School

December 10th Council Meeting – Association Mtg

[7:00 pm]

[For Full calendar](#)



Fremont Council President's Message by Melinda Kufeld

How important is the future of your PTA?

The nominating committee ('nom com') is one of the most important and sadly, quite often over looked PTA committees. The 'nom com' is responsible for identifying next year's PTA officers and shaping the future of your PTA.

Most of you probably think I'm nuts to mention the 'nom com' before trick and treaters have even shown up at your door step. I agree it is early in the school/PTA year to think about next year's board, but for units with three or four association meetings annually, it will soon be time for the 'nom com' to be elected by your association.

Per the bylaws, all Fremont PTAs are to hold their annual election in either March or early April. The association is to be given 30 days notice of the annual election and the slate of officers. The 'nom com' needs time to do their work so they should be elected no later than three months before the annual election. Check your bylaws for the month your annual election is to be held and when your unit is to hold association meetings; then get the election of your nominating committee on the calendar! Yes, it's not ideal to elect your 'nom com' before the end of the calendar year. However, it's better for them to be in place and ready to start their work right after the New Year, than to not give this critical committee the time they need to complete the task of identifying next year's officers.

At our November 5th council meeting, Fremont Council PTA parliamentarian Lisa Ogrey will bring y'all up to speed with the nominating committee to include tips for gathering an effective group to shape the future of your PTA. Make sure to bring your bylaws with you to the meeting!

Other ways to ensure your PTA will be strong in the future:

- Attend training
- Review bylaws, PTA Toolkit and insurance guide
- Recruit, manage, and value volunteers
- Identify and mentor new chairpersons and officers
- Check out plentiful PTA on-line resources found on council's, CA State PTA's and National PTA's websites
- Plan to attend CA State PTA convention in San Jose May 2nd – 5th

Thank you for ALL you do!

Melinda, FCPTA president | melinda.kufeld@gmail.com | (510) 468-0780

PTA Resources

Peralta District [Newscaster](#)

[California PTA](#)

National PTA Magazine [OUR CHILDREN](#)

Please like the Fremont Council PTA on Facebook!



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Finance Corner

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Taxes - Our patriotic duty!



[Click here](#) for more details

Don't be late for this very important date - November 15

From Council Auditor- Sridevi Ganti



Have you turned in your year-end audit report? If yes, thanks! If not, we can help. The books must be audited semi-annually. The year-end audit covers Jan 1, 2012 – June 30, 2012. [Read here](#) for more details.



The Leader Link by Meryl Shatzman



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In 2010 CAPTA launched PTA EZ, an online accounting program specifically set up to handle PTA needs. PTAEZ generates financial reports customized for PTA, strengthens financial controls and procedures, ensures a smooth transition of records from year-to-year, and helps you prepare for 990 tax filing. We currently have two units in Fremont using PTA EZ, [Vallejo Mill](#) and [Niles](#). Since many of you are curious about the user experience, I asked the current users for feedback.

[Click here for more](#)

Pat's mail bag was overflowing with goodies! But fear not, Pat is on a Halloween candy high, so was able to tackle those sticky situations that haunt us all. If you would like to have PAT's advice, submit your question to our newsletter editor, Julie Hale. penguinfantoo@comcast.net

Dear PAT,

Our secretary thought she had the recorder on at our meeting, but the battery died and she did not get everything. How can we rewrite our minutes accurately at this point? Do we need to hold another meeting?

--- Signed, Minuteless on Mowry

Dear PAT,

Our board is about to vote on an important issue. Some members are uncomfortable about this vote and are choosing to abstain. One member thinks that if you abstain from voting, that is a nay vote. Is this accurate?

--- Signed, Skeptical on Stevenson

Dear PAT,

Last month, a parent came 15 minutes early to our PTO meeting, asking to be put on the night's agenda. The president told her it was OK and added her name and edited the agenda to include her that evening. Was this OK?

--- Signed, Anonymous Agenda in Ardenwood

[Read more for PAT's answers](#)



Reflections Art Program by Becky Bruno and Julie Hale



Your Reflections programs should be in full swing. It is time for judging and preparing your artwork to move on to the next level. All program details can be found here on the Fremont Council Website under

[Reflections](#). Reflections chairpersons please [click here](#) to read the full newsletter article.



Family Movie Night

Holding a family movie night is a wonderful program idea. It's a nice way to bring kids and their families onto your campus for an enjoyable evening of socializing and fun. You can hold this as a fundraiser that also is a nice, easy program. **WARNING:** Movie companies take that FBI Warning message seriously, so review this [quick article](#) to be sure you 'tuned in' to the facts!



Need info on Fundraising?

Please visit the October issue of National PTA's magazine [Our Children](#) which focuses on Fundraising this month. Lots of great info!

From the Membership desk..... by Leslie Gupta

Membership is well under way in Fremont!!

10 of our units have submitted a minimum of 30 per caps by October 1st to receive the Ready, Set, Remit award.

Is your unit one of them?

Read the whole article for more info about this award and other membership incentives here. Also included are ideas to increase your membership now that the school year is up and running. [Click here for more.](#)



Parliamentarian Corner by Lisa Ogrey

It's nominating committee time again, as Parliamentarian, am I responsible for filling next year's board?

[Find out here](#)

Do you have a great program at your unit? It's time to brag!!

We would love to hear all about it! Please click here to find a simple [PTA/PTSA Program Event Summary form](#).

We are trying to compile successful program ideas into one place, so that other units can get ideas for new programs at their own site. Contribute one of your ideas today and then read up about other units soon!



How do I get a hold of ...

Have a question, but you don't know who to contact? Go to the Fremont Council Website and find the Council Officers names, positions, and email addresses. We are here to help! The officer list is at the bottom of the [homepage](#).