



Fifth District PTA Arrowhead

Serving San Bernardino County Since 1913
www.FifthDistrictPTA.org

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Page 1



Letter from the President	Pg. 1
School Smarts	Pg. 2
Celebrations/Milestones	Pg. 3
Association Meeting	Pg. 4
Around the District	Pg. 5
OTS	Pg. 6
Year End	Pg. 7
Thank you	Pg. 8

Fifth District PTA President

The end of a school year is an exciting time for most students. They are looking forward to their summer vacation and as for most PTA volunteer workers; they are pretty much looking forward to that much needed rest from all the hours they have dedicated to PTA/PTSA throughout the school year.

To everyone that volunteered hours, whether you were on executive board or members volunteering to help PTA/PTSA; I would like to take this time to sincerely say thank for your endless hours of **making a positive impact on the lives of all children and families.** (This is the mission of the California State PTA)

Much thanks to our Council Presidents and their Executive Boards, you have served well this year with your endless hours of dedicated volunteer work. And to the Fifth District Executive Committee, you have been awesome. Special thanks go to Lynda Dykes, Yvonne Molles, Ray Kinyon, Rosemary Baptista, Mirna Ruiz, Ana Aguila and Tina Vargas for your endless dedication in supporting all of our units.

Special thanks also go to Robin Harvey, our awesome District Administrative Assistant; and Tami Marschalk for her dedication; Kay Rookhuyzen our State Mentor and Barbara Counts our State Financial Mentor for their hours of support. The Fifth District PTA is looking forward in continuing to serve all of our San Bernardino County PTA/PTSA Units for the upcoming year of 2016-2017.
Enjoy your summer!

Mary E. Anderson



**FONTANA SCHOOL DISTRICTS FIRST GRADUATING CLASS
OF PARENTS
FOR SCHOOL SMARTS**

The School Smarts Parent Engagement Program is a model for creating meaningful and diverse parent involvement. It brings parents from all backgrounds together in support of their common interest: helping their children and schools succeed. The parents pictured above are from the first graduating class of school smarts in Fontana School District.

Each participant, took part in a seven session parent academy that educates and empowers them as leaders. Topics include understanding the education system, communicating effectively, advocating for a quality education, and the importance of parent involvement.

The Program's operating principle is inclusion and the curriculum is available in English, Spanish, Chinese, Arabic, Tagalog and Vietnamese. Each session includes instructional art activities that reinforce key lessons, which helps build a sense of community and underscores the importance of a complete education that includes the arts.

For more information please contact schoolsmarts@capta.org

Unit and Council's Celebrating Milestones

105 Years

McKinley Elementary PTA (Redlands Council)

100 Years

Redlands Council of PTA's
Redlands High School PTSA
(Redlands Council)

90 Years

Lake Arrowhead Elementary PTA
(Mountain Area Council)

80 Years

Crafton Elementary School PTA
(Redlands Council)

70 Years

Del Rosa Elementary PTA (Out-of-Council)

65 Years

Sierra Vista Elementary PTA (Upland Council)

60 Years

Cameron (Out-of-Council)
Upland Highlanders High PTSA
(Upland Council)

55 Years

J.P. Kelley Elementary PTA (Rialto Council)

50 Years

Cabrillo Elementary PTA (Upland Council)
Sycamore Elementary PTA (Upland Council)
Upland Elementary PTA (Upland Council)
Valencia Elementary PTA (Upland Council)

45 Years

Cypress Elementary PTA (Fontana Council)

40 Years

Jasper Elementary PTA (Alta Loma Council)

Terrace View Elementary PTA (Out-of-Council)

35 Years

Los Amigos Elementary PTA (Rancho Cucamonga Council)

30 Years

Arroyo Verde Elementary PTA
(Redlands Council)

Creek View Elementary PTA (Out-of-Council)

25 Years

Canyon Hills Jr. High PTSA
(Chino Valley Council)

Lomitas Elementary PTA (Out-of-Council)

Ruben S. Ayala High School PTSA
(Chino Valley Council)

Terrace Hills Middle School PTSA
(Out-of-Council)

The Ontario Center (Rancho Cucamonga Council)

20 Years

Carmel Elementary PTA (High Desert Council)

Palm Avenue Elementary PTA (Out-of-Council)

15 Years

South Tamarind PTA (Fontana Council)

10 Years

Endeavour School of Exploration PTA
(High Desert Council)

Judson and Brown PTA (Redlands Council)

Victoria Magathan PTA (High Desert Council)

5 Years

High Desert Council of PTA's

Association Meeting



Mary Anderson honored Councils who had reached a significant milestone in Fifth District at this year's Association Meeting on April 30, 2016 in Fontana, California. Certificates of Appreciation were handed out to Council Presidents and/or Representatives.



From around the District

Yucaipa Calimesa Schools PTA/PTSA



On May 16, Yucaipa Calimesa School Board honored members from the PTA and PTSA. The PTA/PTSA members were recognized for their outstanding efforts and hours of service.

Reminder from the Desk
of 2nd Vice President



On July 26, 2016, starting at 10 a.m., Membership, Reflection and School Smarts training at Fontana School District.

Any questions, please contact Lynda Dykes at 2vp@fifthdistrictpta.org

Financial Calendar – First 6 Months

UPON ELECTION

- Treasurer-elect chairs budget committee.
- Board-elect develops and adopts preliminary budget, based on proposed PTA programs for the upcoming year.
- Present proposed budget to the current executive board and the membership at the last PTA meeting of the year. (This allows board-elect the ability to cover routine summer expenses as outlined in the bylaws.)

AUGUST-SEPTEMBER

- Re-present budget to association for adoption at its first meeting.
- Present audit and year-end financial report to association
- Send approved audit and year-end financial report and current year budget to council or district as directed.
- Send the first remittance of per capita dues through channels. Send monthly thereafter.

OCTOBER

- Prepare IRS & CA Franchise Tax Board (FTB) tax forms and file as required.
- Prepare Charitable Trust Renewal (RRF-1) and file as required
- Upload tax forms and RRF-1 to PTAEZ.org (California State PTA Toolkit 5.10 Tax Requirements).

NOVEMBER/DECEMBER

- Send checks for insurance premiums through channels. Do not send checks directly to the California State PTA office or the insurance broker. The premium must have been forwarded through PTA channels to be received in the California State PTA office by December 20, or a late fee of \$25 will be assessed by the California State PTA. Postmarks are not accepted.
- Complete and send the Workers' Compensation Annual Payroll Report through channels whether or not the association has employees.
- Review California State PTA Toolkit 5.11 PTA as an Employer for additional filing requirements.



CALIFORNIA OFFICE OF TRAFFIC SAFETY

Don't Let a Poor Decision Ruin the Excitement of Graduation ***Important Reminders for Celebrating Safely***

Graduation is inevitably one of the most exciting times in a student's life. Whether signifying the close of a high school or college career, it is sure to be a time of celebration among students, friends and family. While celebrating these accomplishments and new beginnings is important, it is equally important to take precautions to do so responsibly. Unfortunately, the excitement of the day can quickly take a turn for the worst when efforts to stay safe take a backseat in the midst of the fun.

In light of the upcoming festivities, the California Office of Traffic Safety offers a few tips to help make graduation night a safe and memorable one.

- 1. Have a plan in place.** If you're taking part in graduation festivities, have a plan in place for a safe ride home *before* the fun begins. Waiting until you've been drinking or too tired to determine how you'll get home leaves you much more likely to make a poor decision. Avoid the risk and make arrangements ahead of time for a sober friend, family member or transportation service to take you home.
- 2. Be a good host.** If you're hosting a celebration of your own, keep the safety of your guests in mind. Don't let anyone drive if you know they are under the influence of alcohol or drugs. Same if they are tired and have a long drive ahead of them. Instead, offer them the option to stay with you, or help them arrange for a safe ride home.
- 3. Avoid distractions.** In the midst of the excitement, it's easy to get distracted while driving to and from your destination. Calling and texting while behind the wheel can wait, and rowdy passengers should avoid distracting the driver. If you're headed to a celebration and need directions, pull over to a safe spot before attempting to input information into your phone or GPS system.
- 4. Don't forget the designated drivers.** These days, being a designated driver has its perks. If you or someone you know has volunteered to be a designated driver for the night, don't forget to download the DDVIP app for free and discounted offers at local bars and restaurants. If you're hosting a party, be sure to visit the OTS Facebook page at www.facebook.com/CaliforniaOTS for a list of delicious, non-alcoholic DDrink (Designated Driver Drink) recipes that designated driver guests can enjoy.

The California Office of Traffic Safety would like to congratulate all graduates and their families on this exciting milestone. As the long-awaited celebrations kick off, remember to keep these important tips in mind and share them with others. For more safety tips or to learn about OTS' additional efforts, log on to www.facebook.com/CaliforniaOTS, https://twitter.com/ots_ca, or visit www.ots.ca.gov.

Year End Financial Activities

DID YOU KNOW... that it is the responsibility of the out-going (even if you were re-elected to a second term) treasurer who kept the books for the fiscal year to file the taxes for that year (e.g. for the 2015-16 fiscal year, the person who served as the 2015-16 treasurer should be filing the 2015 taxes). Taxes are due Nov 15, but there is no rule that says you have to wait until Oct/Nov to file taxes. Once the fiscal year is over (Jun 30), clean up you books, prepare your Annual Financial Report and prep the books for audit, but before you turn the books for audit get your tax filings (Federal, State and Attorney General) taken care of.

Use the charts below to help you determine which tax form your unit should file.

Federal IRS

990 Filing Requirements	
Form to File	If your PTA's gross receipts are:
990N	Normally equal to or less than \$50,000
990EZ	Equal to or more than \$50,000 and less than \$200,000 and total assets are less than \$500,000
990	Equal to or more than \$200,000 or more and total assets are equal to or more than \$500,000

California Franchise Tax Board (FTB)

199 Filing Requirements	
Form to File	If your PTA's gross receipts are:
199N	Normally \$50,000 or less (\$25,000 for tax years beginning January 1, 2010 and before January 1, 2012).
199	Normally greater than \$50,000

If your unit has income under \$50K, you can file the e-postcard. The websites for these filings are below. You will need

- EIN (xx-xxxxxxx 9-digit # issued by the IRS), in bylaws
- Entity # (xxxxxxx 7-digit # issued by the FTB), in bylaws
- Unit's name & address
- Accounting period (Jul 1 – Jun 30)
- Gross receipts (income less funds not belonging to unit)
- Name of principal officer (president or treasurer)

Federal IRS 990N filing at Form www.irs.gov/990n

State FTB 199N filing at https://www.ftb.ca.gov/online/199N_epostcard/

Charitable Trust Renewal

- Complete the RRF-1 form, http://oag.ca.gov/sites/all/files/agweb/pdfs/charities/charitable/rrf1_form.pdf
- Questions 1-9 should all be checked "NO"

Once these items have been taken care of, enjoy your summer and get ready for a great new year.

Questions? Email Ray Kinyon, Fifth District Treasurer at treasurer@fifthdistrictpta.org



Thank you from 3VP of Communications

A very heartfelt thank you to all of the Councils, local PTA members and Fifth District board members. Each of you have provided countless articles, pictures and encouragement in the construction of each newsletter that has gone out this year!!!

I could not do what I do without you and I look forward to many more newsletters and upcoming events.

Ms. Yvonne Molles

CAPTA Purpose

To promote the welfare of children and youth in home, school, places of worship, and throughout the community

To raise the standards of home life

To advocate for laws that further the education, physical and mental health, welfare, and safety of children and youth

To promote the collaboration and engagement of families and educators in the education of children and youth

To engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth

To advocate for fiscal responsibility regarding public tax dollars in public education funding.