

Dear PTA Reflections Chairperson,

Hi, my name is Debby Johnson and I am the South Dakota PTA Reflections Chair for this upcoming school year.

Thank you for volunteering to help our children express themselves artistically through the PTA Reflections Program. This program is over forty years old and offers a wonderful opportunity for our children to have fun and receive recognition for their artistic talents locally, at the state level, and nationally.

On our State PTA website there is the information that you will need in order to effectively manage your Reflections programs. Everything from entry forms, student rules, judging rubrics and tally sheets needed for state entry. These forms are located on our State PTA Website <https://sdpta.us/reflections>

For your Unit or Council awards there are awesome certificates and medals available on the PTA Store Website: <https://sdpta.us/> .Please take a look at this website!

Please browse the state website Reflections page to familiarize you with the program. Don't hesitate to contact me if you have any questions about the PTA Reflections program. PLEASE utilize the national website for information on promoting PTA Reflections within your school. The PTA Reflections Toolkit has an amazing amount of resources to help in your Reflections Program. Please look through National's Website at <http://www.pta.org/statereflectionslibrary>

COMMUNICATION TOOLS & PACKAGING:

1. Facebook Group: We have a Facebook group site titled, "SD PTA Reflections". My goal is to increase communication both between unit, council chairs and myself. Information becomes more valuable as we share with each other! Please request to be a member and I will add you! The image icon is a lime green art piece to help you visually find the right group! We also have an e-mail account just for Reflections questions and for submitting artwork electronically, when possible, to preserve quality. The e-mail address is southdakotareflections@gmail.com. You may also call me with your questions at 605-553-6614.
2. Packaging I am going to request that the winning entries which leave your unit / council are packaged in a manila envelope with **student information tag** located on the **front left hand corner** of the manila envelope when the envelope is "**upright**". Most items fit within a 9x12 envelope, however if they do not fit, I am requesting that you place the student entry form in a clear plastic sheet and secure it with tape to the back of the oversized entry. I cannot tell you how much time this saves me with organization! As boxes of entries come to my home, this makes keeping things organized more doable. All together, I handle approximately 300 entries from across the state! It also helps to ensure that the proper artist piece is returned to the student.
3. ALL unit chairs should fill out a Reflections Talley Form. On this you list the entries which are being forwarded to state competition with the student name and artwork piece. There is a page for each age category. This helps me to ensure that every entry is returned to the correct unit!

I look forward to working with you this year to showcase artistic talent throughout the state of South Dakota. We hope all units will make an effort to submit artwork from their schools.

IMPORTANT DATES:

FYI: I get these questions often – just a quick overview on dates: Entries are due to me for State Judging from the week of **Jan 1 – Jan 4**. Early March, state results are posted. In April, state award winners are invited to attend the luncheon held at the State PTA Convention. The first week of May, national results are posted.

Sincerely,

Debby Johnson South Dakota PTA Reflections Chair