

Michigan PTA 99th Annual Convention
2017

Full Steam Ahead



On-site Convention Program

July 14-15, 2017

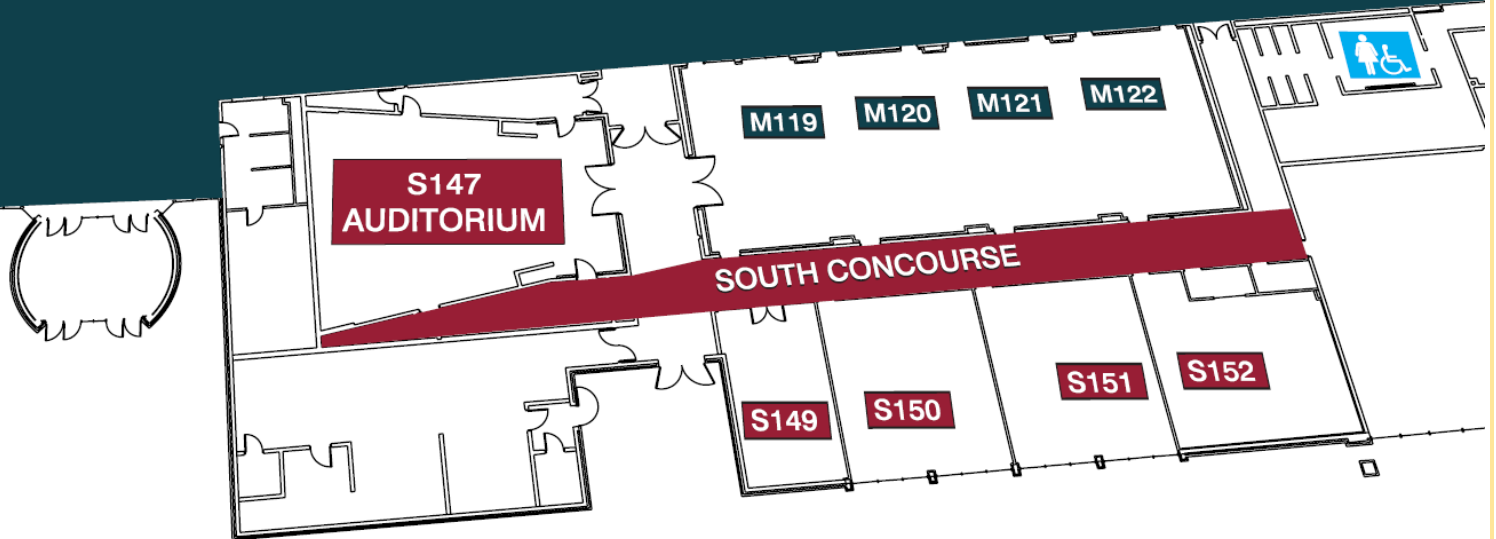
Lansing Community College West Campus

Michigan
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Convention Site General Layout

MAIN CONCOURSE



My Schedule

For your convenience, once you select your workshops/training, mark locations here for easier access.

Friday, July 14

- 8:30 am - 9:30 am **Leadership Training Sessions 100**
- _____ #101 Leading Your Unit: President Basics
 - _____ #102 Secretary Foundations
 - _____ #103 Treasurer Basics
 - _____ #104 Leadership Bootcamp for Emerging Units
 - _____ #105 Youth Engagement Summit (YES)
- 11:00am - Noon **Workshop Sessions 200**
- _____ #201 Every Student Succeeds Act (ESSA):
Overview
 - _____ #202 Social Media: A Powerful Advocacy Tool
 - _____ #203 Retention and Membership
 - _____ #204 Legislative Agenda and Advocacy
 - _____ #205 Youth Engagement Summit (YES): TBD
- 2:45 pm - 3:45 pm **MemberHub Introduction**

Saturday, July 15

- 9:00 am - 10:00 am **Leadership Training Sessions 300**
- _____ #301 Conflict Resolution
 - _____ #302 Bylaws and Parliamentary Procedures
 - _____ #303 990s and Financial Reporting
 - _____ #304 Advanced Leadership Bootcamp for
Emerging Units
 - _____ #305 Youth Engagement Summit (YES)
- Ports of Call (Mini Check-ins)**
- 10:15 am - 10:45 am **Standards of Affiliation (SOA)**
- 10:30 am - 11:00 am **Networking Hot Spots**
- 10:45 am - 11:15 am **Feedback Frenzy/
Bylaws Scavenger Hunt ends**
- 1:00 pm - 2:00 pm **Workshop Sessions 400**
- _____ #401 PTA Programs
 - _____ #402 Meeting with Decision Makers
 - _____ #403 Succession Planning
 - _____ #404 ALL PTA Meeting
 - _____ #405 Youth Engagement Summit (YES)

Michigan PTA Contact Sheet

Board of Directors



Ruthann Jaquette
President



Sibyl C. Wilson
President-Elect
Convention Committee



Rosie Jeffries
Secretary



Teresa Marhofer
Imm. Past President & Interim
Treasurer, Reflections Co-Chair



Sue Bellows
Nominating & Leadership
Development Chair
Past President



Kathy Carter
V.P. Outreach & Support
Convention Committee



Daveda Quinn
V.P. Programs & Services



Debby Ector
Board Member



Jodi Tillander
Region D Director



Liz Jarvis
Local Bylaws Chair &
CCRI Lead

Key Committee Leaders



Samantha Phillips
Advocacy Chair



Barbara Blanchard
Scholarship Chair &
Centennial Chair
Past President



Barb Anness
Fed Leg Chair



Anthony King
Men in Michigan Chair



Dr. Joyce Heideman
Reflections Co-Chair



Nicole Carlton
Convention Committee



Jenna McMechan
Convention Committee
Nominating Committee



Candi Drouillard
Convention Committee



Richard Powell
Convention Committee



Shaton Berry
Past President
Advocacy Specialist

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**Michigan
PTA**
everychild.one voice.

June 2017



Welcome fellow PTA Members,

I want to say thank you for participating in your state convention. A special welcome to all first timers.

This gathering is an opportunity to share and celebrate our PTA Mission. Whether you're here to conduct the business of your PTA, take home a well-deserved award or celebrate with the families of our renowned Reflections Program, this is your time to gather and reflect upon your success and prepare for the challenges that you may face ahead.

The world of PTA is dynamic. We must continue to adapt to the ever-changing environment while meeting the challenges and needs of our current and prospective membership. While our Mission has been time-tested and continues to be relevant to today's parents, teachers and students, we must be mindful of how we communicate and instill these landmark values into the membership base of tomorrow in order to be successful.

PTA has been enhancing the lives our nation's children for more than 120 years. We've kept America's children safe with the enactment of child labor laws, gave them a head start with universal kindergarten, made sure they were fed through the National School Lunch Program and right now, we're making sure families are involved in improving K-12 education with the implementation of the Every Student Succeeds Act.

Advocacy is how we have been and continue to be the voice for all children. Your attendance at this convention is a testament to your dedication and passion as you advocate as leaders and shape our children's lives today and into the future.

State conventions are a great opportunity to network, collaborate and learn. Everyone here shares your passion and drive to support all children. This is your opportunity to make long-lasting relationships and strengthen the network of voices that creates the One PTA voice.

It's an important time to be a PTA member. I implore you to embrace everything your state convention has to offer and to share everything you learn here with your community when you get home. Thank you for your continued support as we help build the path to equitable education. I appreciate all you do for PTA and for our nation's children. Together, let's make this a great convention!

Sincerely,

James L. Accomando
National PTA President

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Save the Dates!

Your Michigan Parent-Teacher Association is celebrating 100 years of focusing on issues concerning children!

Be a part of history.

For additional information, visit the Centennial webpage at www.michiganpta.org

Kick-off

Saturday, July 15,
Lansing

Commemorative Shirt

Saturday, July 15,
Lansing

Back-to-School Event

TBD

Membership Challenges

Start July 1

Oratorical Contest

opens September 5

Festival of Trees Display

November 2017

Founders' Days

Check website

Commemorative Tile

Orders begin January 1

Commemorative Book

Orders begin January 1

Centennial Banquet

Saturday, April 21,
Dearborn

Advocacy Day

TBD
Lansing

Reflections Celebration

May
Livonia

Centennial Convention

July 13-14, 2018
Frankenmuth

President's Welcome



On behalf of the Michigan PTA Board of Directors, I want to welcome you to the 99th annual Michigan PTA convention. The theme of this year's convention is "Full Steam Ahead" We hope that attendees will leave this convention excited and empowered to go "full steam" into the new year with the knowledge and tools to help them be successful and effective advocates for children and families . You have the opportunity to bring dynamic change into our homes, schools, and communities and we hope that you will discover here at convention many new ways to focus and channel these new ideas, tools, and resources into positive action.

As we launch into Michigan PTA's 100th year, we recognize that we are not so different from our founders who over 120 years ago understood the power of individual action. They had a simple idea—to improve the lives and future of all children. They worked beyond the accepted barriers of their day just as we often do, and took action to change the world for all children. That is our legacy and that is still our challenge.

Over the next two days I hope to have the opportunity to meet many of you in person and hear how you are changing the lives of children in your schools and communities.

Make your voice count for kids every day.

Ruthann

Ruthann Jaquette
Michigan PTA President

From the Convention Chair



On behalf of your 2017 Convention Committee, I would like to welcome you to your 99th Annual Convention!

Last year, the Board of Directors decided to combine Convention and Summer Leadership Academy. The Committee has worked very diligently to create an appropriate learning and networking environment. Don't forget to thank them when you see them! Please visit the Exhibit Booths and

participate in all of our sessions. This convention was designed for leaders and members of all ages and experiences! Please read the session descriptions for additional information

If you need any assistance or have any questions or comments, please feel free to contact myself or a member of the convention committee.

When your time here ends, I am confident you will be prepared to go "Full Steam Ahead" with PTA!

I look forward to sharing this experience with you.

Respectfully,

Sibyl Collins Wilson
Sibyl

Michigan PTA Gives....

This year, we will be giving school supplies to a women's shelter in the Lansing area. Please bring your gifts of

- Loose leaf paper
- Pencils
- Pens
- Markers
- Colored Pencils
- Single-subject Notebooks
- Composition Books
- Backpacks
- Pencil cases
- Hand Sanitizer
- Rulers

We will accept your donations at the Voter Credentials Table. Thank you for your generosity!



We have openings on State PTA Committees waiting for you!

Interested?

Need more information?

Speak to an Officer or Board Member during Convention and submit a Prospective Volunteer Form from our website: michiganpta.org.

Join us at the
Bavarian Inn
Frankenmuth, Michigan
July 13-14, 2018

For the
Michigan PTA Centennial Convention!!!



Stop by the Centennial Booth for additional information

Mark the Calendar—Save the Dates
Pack up the Family and PTA Leaders
Don't miss this milestone!

Featured Speakers

Nathan R. Monell, CAE



Nathan R. Monell, CAE, joined National Parent Teacher Association (PTA) as Executive Director in May 2015. Throughout his entire career, Nathan has pushed to help improve the lives of individuals who are often marginalized by multiple life factors. At America's oldest and largest volunteer child advocacy association, he is working side-by-side with

parents, teachers and policymakers at every level to help ensure the educational success of our nation's children

Founded in 1897, PTA has been a leading voice in policy decisions that have forever changed the lives of America's children, including the passage of child labor laws, ensuring hot and nutritious lunches in schools, improvements to the unfair and punitive treatment of children in the justice system, and increased education opportunities for all children. With more than 22,000 local units, PTA flourishes in all 50 states, the District of Columbia, the U.S. Virgin Islands, Puerto Rico and the Department of Defense Schools in Europe.

For 26 years, Nathan has provided strategic leadership to organizations in the areas of: youth and adult mental health services; educational and employment outcomes; health and substance abuse prevention service, and housing and social services for families. Most recently he served as the President and CEO of the National Council for Community and Education Partnerships, the Department of Education-designated technical assistance and training provider for the \$300 million GEAR UP college access and readiness program.

Nathan is a Certified Association Executive with the American Society of Association Executive (ASAE). He earned a Certificate in Nonprofit Management from Georgetown University, a Master of Arts in communication studies (organizational communications/behavior) from the University of Michigan, and a Bachelor of Arts in speech from Cornerstone University.

Nathan has received more than 40 awards, the most recent being the 2012 Kentucky College Access Advocate of the Year by the Kentucky Council on Postsecondary Education. He consults with and trains nonprofit executives, boards of directors and others in the advancement of the nonprofit profession and management. He is a proud PTA dad of his two adopted children, Zalo, 14 and Kira, 12.

Shawna Fritzler



Shawna Fritzler works on the National PTA's College and Career Readiness Initiative team as a Regional Advocacy Specialist. Shawna has been a PTA volunteer in Colorado at various levels since her daughter entered kindergarten in 2009. Shawna also served as the CCSS Lead for

Colorado PTA in Wave 6 and is currently the Colorado PTA Treasurer. She is passionate about teaching parents how to be advocates, and has led multiple issue campaigns in her state and local area and has extensive campaign, advocacy, lobbying, and communications experience.

Speakers subject to change.

Local Unit Training

Michigan PTA is participating in National PTA's Wave 7 of the College and Career Readiness Initiative (CCRI). Through a grant, we will be conducting educational and training sessions on the Every Student Succeeds Act (ESSA), and CCRI. Sign up today to bring our presentations to your local school and/or community. Contact us at CCRI-ESSA@michiganpta.org.

We are looking for trainers and presenters! Join us!

Michigan PTA Fran Anderson Scholarship

The Fran Anderson Michigan PTA Scholarship was created as a way to recognize high school seniors who have demonstrated leadership and advocacy skills through participation in PTA. A minimum of one \$1,000 scholarship is awarded each year and additional scholarships and/or scholarships of varying amounts are awarded based on available funds.

The late Fran Anderson, past Michigan PTA President, always demonstrated the highest level of advocacy for all children and her leadership continues to have a positive impact on Michigan PTA. To honor her many years of being a champion for children, the scholarship was named in her honor.

Scholarship recipients are selected by a committee comprised of Michigan PTA Past Presidents based on the following criteria: PTA/PTSA involvement, essay, community service, additional activities, academics and letters of recommendation.



Michigan PTA Fran Anderson Scholarship Winners

Year	Name	High School/City
2007	Richard Jenkins	Allen Park High School/Allen Park
2008	Christopher Naffze	Franklin High School/Livonia
2009	Andrew Lyon	Edsel Ford High School/Dearborn
2010	Kaleb Bell	Crockett Technical High School/Detroit
2011	Kristin Garr	Rochester High School/Rochester
2012	Jessica Nahas	Hazel Park High School/Hazel Park
2013*	Kate Diehl	Farmington High School/Farmington
	Kathleen George	North Farmington High School/Farmington
	Kevin Cline	Stoney Creek High School/Rochester Hills
2014	Erin McDonald	Churchill High School/Livonia
	Michelle Zabat	Stoney Creek High School/Rochester Hills
	Brenden Wilk	Churchill High School/Livonia
2015	Olivia Rollinger	North Farmington High School/Farmington
	Elizabeth Hasley	Royal Oak High School/Royal Oak
	Maya Jamison	Harrison High School/Farmington Hills
2016	Nicholas Luty	Harrison High School/Farmington Hills
	Grace Tolen	Churchill High School/Livonia
	Jennifer Cline	Stoney Creek High School/Rochester Hills

**Beginning in 2013, the committee expanded to add runner-up scholarships. Beginning with the Centennial, the goal is to offer renewable scholarships.*

You don't want to miss

The Big Cruise Giveaway!

Saturday during Closing

Our Partner, Carnival Cruises, is providing a fantastic cruise for two! All you have to do is be present to win. We will give away this gem during the closing ceremony on Saturday afternoon.

MemberHub Presentation

Friday 2:45-3:45 pm

MemberHub is the new method of processing membership! Don't miss the opportunity to observe the tool and ask questions about the process..

Reception

Friday 4:00-5:00 pm

Come and meet the winners of this year's awards and look at displays of their projects.

Awards and Scholarships

Friday Evening

During the evening festivities, we will begin by highlighting the achievements of our Units and Councils and recognize some special awardees. The Scholarship Committee will present the winners of this year's Fran Anderson Scholarship as we celebrate our tenth year of assisting local youth with college expenses.

Installation of Officers

Friday Evening

We will install our newly elected officers and thank transitioning officers and Board Members for their service. This is a very exciting time as this group of volunteers will lead our Association into the next century of its existence!

Exhibit Hall

Saturday 9:45 am – 3:00 pm

Come meet vendors and businesses offering fundraisers and services that you can take back to your teams. We will have a Passport that will be the key to someone's success as those who complete it gain opportunities for special giveaways.

Ports of Call (Mini Check-ins)

Saturday 10:15-11:45 am

Want to understand more about the Standards of Affiliation? Looking for special information in a particular area? Want to meet up with a new contact you just met? We will have mini clinics happening in the Exhibit Hall to keep you engaged and learning at all times.

Michigan PTA Centennial Kick-off

Saturday 2:15 pm

Come and meet the winners of this year's awards and look at displays of their projects.

Youth Engagement Summit (YES)

Your Vision is Our Vision

Students will have the opportunity to brainstorm with Sibyl Wilson, President-Elect about their VISION and their role in Michigan PTA. We aim to assist our students in becoming outstanding student leaders, advocates and above all scholars. We will also take a peek into the students' school and career VISION through vision board development with Debby Ector, Interim VP for Student Involvement.

Your Role in Michigan's Natural Resources

Michigan Science teacher Angela Bowen will take you on a visual journey through Michigan's Natural Resources. Students will be introduced to ideas to exploring and expanding these resources through the upcoming year. She will also share some small animals and discuss their roles in our ecosystem. Don't miss it!

Every Second Counts...

Can that text wait? How about that call? Should you drive while impaired? In this session students will learn firsthand the devastating impact of distracted, impaired and drugged driving from Grace Sudinski of Lansing Community College Recovery Club. Every second really does matter.

Hear My Story. What Will Yours Be?

Sympl is an app developed for college students by brilliant college students at Michigan State University. They will encourage students to follow their dreams, stay focused, motivated and to always know that anything is possible. Matthew Elewkem & Roderick Daniels will cover connecting with likeminded individuals, marketing and some of the sacrifices in founding a Start Up.

Critical Thinking Skills for Life

Presenter: Dr. Timothy Careathers

Ready for College Checklist. What you Really Need to Know

*Presenter: Libby Tillander, Michigan PTA Student Leader
Royal Oak High School Class of 2017.
Eastern Michigan University Class of 2021*

Convention Procedures

Pre-Registered Delegates

1. Delegates must present their current membership card at the Registration Desk, where badges and packets will be issued.
 2. Non-PTA registrants should report to the Registration Desk, where badges and packets will be issued.
 3. To receive a voting credential card, delegates must present their signed proof of voting status card at registration. The voting credentials card will be issued at that time.
-

On-Site Registration

1. Delegates must present their current membership card at the On-Site Registration Desk.
 2. To receive a voting credential card, delegates must present their signed proof of voting status card at registration. The voting credentials card will be issued at that time.
 3. Upon payment of the registration fee, a badge and registration materials will be issued.
-

Other Convention Procedures

1. At the Registration Desk, guests invited by the State President will be issued a Guest Badge, which they must show for admission to any Michigan PTA Convention event.
2. Representatives of the media will be admitted to meetings upon presentation of press credentials. These badges must be obtained from the Registration Desk.
3. Reporters with Michigan PTA Press Passes will be permitted to sit in the nonvoting section of all general meetings in order to cover the proceedings. If they wish to question or interview general meeting participants, however, they must make arrangements through the Executive Director. Any registered attendee who is approached by a reporter directly is not required or expected to respond to the reporter's questions at that time. Instead, the participant may refer the reporter to the Michigan PTA Office to try and set up an interview at their mutual convenience.
4. No exhibits, literature, or materials other than those of the Michigan PTA or its service agencies shall be displayed or distributed unless approved by the Executive Director or President.
5. Only those individuals or groups who have secured a space in the exhibit area may sell or distribute any material at the Convention. All demonstrations and sales activities must be confined to the limits of the exhibit booth unless otherwise provided for by the Convention Program Committee.

Convention General Information:

Name Badges:

Name badges are required for admittance to all Convention functions including workshops, general meetings, meals and the exhibit hall.

Voting Credentials:

Voting credential cards are required when voting during general meetings and elections.

General Sessions:

1st General Session beginning Friday at 9:45 am

2nd General Session beginning Friday at 1:15 pm

3rd General Session beginning Friday at 6:00 pm

4th General Session beginning Saturday at 2:15 pm

Rules and Voting

General Convention Rules

1. Visiting, non-voting delegates shall have all the privileges of the convention except making motions, debating and voting.
2. Delegates are required to wear badges at all times for identification and to receive special privileges. Badges are required for admission to all meetings including workshops, meals and exhibits.
3. When the convention body is participating in a counted vote, the doors will be closed and admission will only be granted at the end of the vote, when the chair has announced the results of the vote.
4. When delegates are unable to hear the speaker, they are to inform the teller at the nearest microphone in order that the participants on the platform may be informed.
5. Messages, motions, or communications shall be carried by the pages only. No one may make a personal communication with the Chair, except in cases of emergency.
6. Robert's Rules of Order Newly Revised shall govern the Convention on parliamentary procedure in all cases in which they are applicable and in which they are not in conflict with the Michigan PTA or National PTA.
7. All student activities must be approved prior to the Convention by the Convention Program Committee, in accordance with Student Participation Guidelines.
8. Any youth that is not a voting or visiting delegate must be accompanied by his or her parent or adult chaperone at all times, and will be admitted to all functions, including paid meals, with a guest badge.
9. An alternate filling the place of an absent delegate must register at the registration desk upon arrival at Convention.
10. There shall be no smoking in any General Meeting, planned meals or workshops.
11. Use of cellular phones and audible pagers will not be allowed in General Meetings and workshops.
12. A Minutes Audit Committee of three persons shall be appointed by the Convention Chair. The Convention minutes shall be approved by the Convention Minutes Audit Committee and ratified by the Board of Directors at its fall meeting.
13. No exhibits, literature or materials other than those of Michigan PTA or its service agencies shall be displayed or distributed unless approved by the Executive Committee or the state president.

Obtaining and Using Voting Credentials

Every PTA/PTSA unit and council that has fulfilled current Standards of Affiliation (SOA) is eligible for voting credentials and should send delegates to convention. A voting credential is allotted (1) to the President and one Vice President of a Council (or their alternate), (2) to the President of a Local Unit (or their alternate) plus one additional credential for every fifty members of the unit. Eligible Local Unit and Council Presidents will provide information on how they would like to have their voting delegates assigned prior to the Convention. Additionally, Past Presidents of Michigan PTA and current Michigan PTA Board Members also are awarded voting privileges associated with their position.

If you were notified that you are to receive voting credentials, please state that when you register. Unless the President has indicated otherwise, delegates will be assigned privileges on a first-come, first-served basis.

You must have your membership verified before obtaining voting credentials.

Delegates Speaking and Voting Procedures

1. Delegates will show their voting credential cards for the privilege of making motions, debating and voting.
2. Delegates wishing to speak shall go to the nearest appropriate microphone and await recognition of the Chair before speaking. Upon being recognized, delegates shall give their name in full, city or county, and the name of the local unit or council, or member of the Board of Directors.
3. All motions must be presented in writing to the chair and signed with full name, city or county and the name of the local unit/council represented, or Board of Directors.
4. A voting member may speak for only two (2) minutes at one time on any question under discussion and only twice on the same question. No delegate may speak for the second time until all delegates seeking recognition have had the opportunity to speak. All speakers shall conform to the signal of the Timekeeper.
5. No item of business, including bylaws and resolutions, may be on the floor for more than thirty (30) minutes (excluding all points of order, points of information, voting and procedural issues.) Within this time frame, the Chair shall recognize delegates "for" and "against" motions in alternating order. In order to extend debate time, a delegate must move to extend debate, which requires a second, is amendable, is not debatable, and requires a 2/3 rising vote. There shall be a limit of three (3) ten (10) minute extensions on each item of business.

Parliamentary Procedures

To expedite convention business, the following procedures will be used:

- **Microphones**

- There will be microphones numbered 1 through 2 on the floor.
- Microphones #1 and #2 will be used for Debate, Proposing Main Motions and Higher-ranking Motions, and for Points of Information.
- Microphones #1 and #2 will be used by delegates wishing to speak For or Against a motion or amendment.
- Microphone #2 will be used by delegates wishing to Move the Previous Question, Make a Request, Parliamentary Inquiry, Point of Order, an Appeal, or to Raise a Question of Privilege.

- **Cards**

Green Cards (microphone #1 and #2)

Debate: Speak *For* a motion.

Red Cards (microphone #1 and #2)

Debate: Speak *Against* a motion.

White Cards (microphone #1 and #2)

Debate: To *Propose* motions of higher rank that are in order; **Point of Information**, to ask the chair a question.

White Cards (microphone #2)

Requests, Inquiries, Points of Order, and Appeals: Can interrupt a delegate speaking in debate if urgency requires it. No second required except in the case of **Appeal**.

A. Raise Question of Privilege:

1. To protect the rights and privileges of the assembly or any delegate;
2. Used for the **Comfort** of the assembly (concerning temperature or ventilation, audio problems, disturbances);
3. The chair decides.

B. To Request a Withdrawal of a Motion.

C. Call for a Division (requesting the vote be taken again by rising and may be made from the floor without going to the microphone).

D. Division of the Question (if any part of the pending question is capable of standing alone to be discussed and voted on).

E. Points of Order: Raised by a delegate who calls attention to a violation of the rules.

F. Appeal: Requires a second and is made when the delegate does not agree with the ruling of the chair. The appeal must be made immediately at the time of the ruling; a majority vote or tie vote sustains the chair.

G. Parliamentary Inquiry: To ask the chair

1. A question about parliamentary procedure;
2. If a certain motion is in order.

Amendments

The motion "to amend" is used to modify the wording of the pending motion before the pending motion itself is voted upon. Delegates should use the proper terminology and identify the position in the motion where the amendment should be placed. The processes for amending are the following:

- Insert words or add at the end
- Strike out words
- Strike out and insert
- Substitute – never less than a complete paragraph

Two amendments may be pending at one time. The primary (first) amendment must be germane – related – to the motion. The secondary (second) amendment must be germane to the primary amendment. Amendments require a majority vote.

Parliamentary Chart - Ranking Motions

Name of Motion in order of Rank		May Interrupt	Requires Recognitions	Requires a Second	May Be Debated	May Be Amended	Vote Required Majority or 2/3	May Be Reconsidered	Principal Purpose	Phraseology of Motion
Privileged	Fix the Time to which to Adjourn		X	X		X	X (M)	X	To set the time, and sometimes the place, for another meeting or continue business of the present session	I move that when we adjourn, we adjourn to meet at... (time, place).
	Adjourn		X	X			X (M)		To close the meeting.	I move to adjourn.
	Recess		X	X		X	X (M)		To authorize a short, immediate intermission while a motion is pending.	I move to Recess until... (or for...).
	Raise a Question of a Privilege	X					X*		To permit an urgent request that rights and privileges of assembly or members be taken up at once.	I raise to a question of privilege.
	Call for the Orders of the Day	X					X*		To require the assembly to conform to its agenda, program, or order of business.	I call for the orders of the day.
Subsidiary	Lay on the Table		X	X			X (M)		To lay the pending question aside temporarily when something more urgent has arisen.	I move to lay on the table...
	Previous Question (Stop Debate)		X	X			X (2/3)	X*	To close debate and bring the assembly to an immediate vote on one or more pending questions.	I move the previous question. (or) I call for the previous question.
	Limit or Extend Limits of Debate		X	X		X	X (2/3)	X*	To exercise special control over debate on a pending question or a series of pending questions.	I move that the debate be limited to... (or) I move that debate be extended to...
	Postpone to a Certain Time		X	X	X	X	X (M)	X	To defer action on a pending question to a definite day, meeting, or a certain event.	I move to postpone... until...
	Commit or Refer		X	X	X	X	X (M)	X*	To refer a pending question to a relatively small group of selected persons to investigate or to act.	I move to refer the motion to...
	Amend		X	X	X*	X	X (M)	X	To modify the wording of a pending motion before the motion itself is acted on.	I move to amend by...
	Postpone Indefinitely		X	X	X		X (M)	X*	To decline to take a position on the main question; to avoid taking a direct vote.	I move to postpone indefinitely.
	Main Motion		X	X	X	X	X (M)	X	To bring business before the assembly.	I move that...

* Consult Robert's Rules of Order Newly Revised for special rules and exceptions.



Important Dates and Deadlines to Remember 2017-2018

Unit and Council Renewal
and Officer Updates ^(SOA)

Begins August 1, 2017 for 2017-2018
(Units/Councils that did not renew by May 31, 2017)



Submitting Board of Directors
Speaking/Visit Requests for Fall 2017
and Founders' Day Schedule

September 15

990 filing date with IRS (for most Units/Councils) ^(SOA)

November 15

**Standards of Affiliation* deadline
(Dues, Audit, Budget, copy of 990, Officers, Bylaws)**

December 1



Submitting Board of Directors
Speaking/Visit Requests for Spring/Summer 2018

January 15

Submitting Resolutions for
consideration at Convention

March 1

Fran Anderson Scholarship Deadline

April 1

Michigan PTA Awards Deadline

April 1



***Satisfying Standard of Affiliation allows Units/Councils to participate in all State and National Awards, Grants and Programs. Please note** that when a Unit/Council applies for a National PTA award/grant/program, the Michigan PTA is contacted before the award/grant/program is dispersed and if the Unit/Council has not satisfied the SOA, that entity will be disqualified from the awards, per Michigan PTA's affiliation agreement with National PTA.

Convention at a Glance

Thursday, July 13

5:00 pm to 8:00 pm
Leadership Early Bird Kick-off and First-Timers Meet-n-Greet

Friday, July 14

7:30 am - 6:00 pm **Registration**
8:30 am - 9:30 am **Leadership Training Sessions 100**
 #101 Leading Your Unit: President Basics
 #102 Secretary Foundations
 #103 Treasurer Basics
 #104 Leadership Bootcamp for Emerging Units
 #105 Youth Engagement Summit (YES)
9:45 am - 10:45 am **General Session 1**
11:00am - Noon **Workshop Sessions 200**
 #201 Every Student Succeeds Act (ESSA):
 Overview
 #202 Social Media: A Powerful Advocacy Tool
 #203 Retention and Membership
 #204 Legislative Agenda and Advocacy
 #205 Youth Engagement Summit (YES): TBD
12:00pm - 1:00 pm **Lunch** –
 Historical Society of Michigan, OK to Say
1:15 pm - 2:30 pm **General Session 2**
2:45 pm - 3:45 pm **MemberHub Introduction**
4:00 pm - 5:00 pm **Reception**
6:00 pm - 9:00 pm **Dinner/General Session 3:**
 Awards/Scholarships/Installation of Officers

Saturday, July 15

8:00 am - 1:00 pm **Registration Open**
9:00 am - 10:00 am **Leadership Training Sessions 300**
 #301 Conflict Resolution
 #302 Bylaws and Parliamentary Procedures
 #303 990s and Financial Reporting
 #304 Advanced Leadership Bootcamp for
 Emerging Units
 #305 Youth Engagement Summit (YES)
9:45 am - 3:00 pm **Exhibits Open**
Ports of Call (Mini Check-ins)
10:15 am - 10:45 am **Standards of Affiliation (SOA)**
10:30 am - 11:00 am **Networking Hot Spots**
10:45 am - 11:15 am **Feedback Frenzy/
Bylaws Scavenger Hunt ends**
12:00 pm - 1:00 pm **Lunch**
1:00 pm - 2:00 pm **Workshop Sessions 400**
 #401 PTA Programs
 #402 Meeting with Decision Makers
 #403 Succession Planning
 #404 ALL PTA Meeting
 #405 Youth Engagement Summit (YES): Wrap-up
2:15 pm - 4:00 pm **General Session 4**
 Michigan PTA Centennial Kickoff
 Apps, Tips, and Resources for
 Non-Profits
 Closing and Cruise Drawing

All programs and times subject to change

Notes

Session Descriptions

Friday, July 14*

8:30 am - 9:30 am Leadership Training 100

#101 Leading Your Unit: President Basics

You will find all you need to know to lead: why Standards of Affiliation are so very important....Where you can find answers and hear from others holding the same office....How to work on an agenda with your secretary...and more!

#102 Secretary Foundations

Learn what you need to know as the Secretary. What needs to be included in your minutes, and how do you present them at your next meeting? Everything you need to know to find answers in your bylaws and standing rules. What should be included in an agenda? What can you throw away, and what must you keep?

#103 Treasurer Basics

A must-attend workshop for the person who handles the finances. See the tools and resources that are available for your use. What is an Audit, and why does it matter? Learn how to set and follow a budget, and take care of the dollars and cents.

#104 Leadership Bootcamp for Emerging Units

What is the PTA structure? What is parliamentary procedure? What are bylaws and standing rules? Who is in charge? Who serves on the Board and Committees? What positions are there in PTA? Whether you are a first-timer, the only one representing your unit, or considering joining PTA, this session is for you.

#105 Youth Engagement Summit (YES): Your Vision is Our Vision

YES participants will have the opportunity to meet with the President-Elect to discuss student involvement in Michigan PTA.

*Bylaws Scavenger Hunt begins

9:45am - 10:45 am General Session 1

Welcome

Posting of Colors

Pledge of Allegiance

Call to Order

Credentials Report

Review of Convention Procedures

Report of Convention Rules

Report of Convention Program Committee

Opening Remarks

Greetings

Introduction of Staff

Announcements

11:00am – Noon Workshop Sessions 200

#201 Every Student Succeeds Act (ESSA) Overview

What is the federal Every Student Succeeds Act, and what does it mean for Michigan families and students? This federal program gives more power to the states--find out how this will be implemented in Michigan.

#202 Social Media: A Powerful Advocacy Tool

Does your unit utilize social media? What kind of social media apps are the most effective? In addition to information regarding various communication formats, this will include open discussion to share what has worked and what has not.

#203 Retention and Membership

It is important to gain new members, but it is just as important to keep the ones you have. This session covers strategies and tips for helping your members feel valued and involved. If time allows, open discussion and sharing will be included.

#204 Legislative Agenda & Advocacy

Michigan PTA strongly supports public education, and monitors the activities of the state and federal government in shaping education policy. Do you know where PTA stands on the issues? Attend this session to learn what is currently happening legislatively, and what we can do about it.

#205 Youth Engagement Summit (YES):

Activities for the YES are still in the planning states at this printing. Please check the Michigan PTA website at www.michiganpta.org for the latest agenda.

12:00pm - 1:00 pm Lunch

Historical Society of Michigan, OK to Say

1:15 pm - 2:30 pm General Session 2

Call to Order

Inspirational Moment

Credentials Report

President's Report

Treasurer's Report

Presentation of Audit

Report of the Nominations and Leadership Development Committee

Announcements

YES (runs simultaneously to General Session 2)

2:45 pm - 3:45pm MemberHub Kick-off

MemberHub is the new method of processing membership! Don't miss the opportunity to observe the tool and ask questions about the process.

4:00 pm - 5:00 pm Reception

Take this opportunity to mingle with delegates and visitors before the evening festivities begin. Also view winning entries for Michigan PTA Unit/Council Awards.

6:00pm - 9:00pm Dinner/General Session 3: Awards/Scholarships/ Installation of Officers

Call to Order

Awards Presentation

Scholarships Presentation

Inspirational Moment

Recognition of Past Presidents

Installation of Officers

Recognition of Honorees

Announcements

Saturday, July 15

9:00 am - 10:00 am Leadership Training 300

#301 Conflict Resolution

PTA Leaders need to know how to handle those "hot" situations. How do you handle unhappy members? What if the officers don't get along? Learn some techniques and when you should ask for help.

#302 Bylaws and Parliamentary Procedures

Ever wonder what all those formalities you might hear at meetings mean? Learn more about Parliamentary Procedure and how it works for you. Discover why bylaws and standing rules are important to you and your Unit/Council.

#303 990s and Financial Reporting

Don't get stuck! Have a discussion about 990's and reporting. Ask those tough questions and get the answers you need. Also receive a copy of Michigan PTA's guidelines for how to handle automatic revocation.

#304 Advanced Leadership Bootcamp for Emerging Units

Still have more questions about how to structure your Unit/Council? Want to hear more from fellow leaders? Bring your questions and let's work through the answer that fits your need.

#305 Youth Engagement Summit (YES)

Activities for the YES are still in the planning states at this printing. Please check the Michigan PTA website at www.michiganpta.org for the latest agenda.

9:45 am - 3:00 pm Exhibits Open

Visit the Exhibit Hall to get information on fundraisers, community programs and other services. Complete the Passport for the opportunity to win prizes! During the following time that is dedicated to the Exhibit Hall (10-noon), please take advantage of the following Ports of Call (Mini Check-ins):

10:15 am - 10:45 am Standards of Affiliation (SOA)

Need more information on Standards of Affiliation or to make sure you have submitted the proper documents.

10:30 am - 11:00 am Networking Hot Spots

Want to meet up with the delegate you sat next to earlier? Trying to speak to one of the Board Members? Use this time to meet and greet!

10:45 am - 11:15 am Feedback Frenzy/ Bylaws Scavenger Hunt Ends

We need your ideas! Please provide feedback on our website, programs and services. Turn in your Bylaws Scavenger Hunt!

12:00 pm - 1:00 pm Lunch

1:00 pm - 2:00 pm Workshop Sessions 400

#401 PTA Programs

Discussion of the Programs that National PTA and Michigan PTA have available for your unit to use. How do you find them on the websites? Programs such as Reflections; Men in PTA; Membership Challenges, and more. There may be time to talk about some grants available.

#402 Meeting with Decision Makers

When you talk to your child's principal, are you jittery? Too timid to address the Board of Ed? What about talking to your legislators? If this topic makes you nervous, then this topic is for you!

#403 Succession Planning

If I can't find someone to take over for me next year, will I be stuck doing this forever? Who will take over for me?

#404 ALL PTA Meeting

Members of the Advocate Leaders at Large (ALL) PTA will meet with the President-Elect for a business meeting.

#405 Youth Engagement Summit (YES):

Activities for the YES are still in the planning states at this printing. Please check the Michigan PTA website at www.michiganpta.org for the latest agenda.

2:15 pm - 3:15 pm General Session 4

Michigan PTA Centennial Kick-off

Apps, Tips and Resources for Non-Profits

Call to Order

Inspirational Moment

Presentation of Charters

Presentation of the Youth Engagement Summit

Invitation to Centennial Convention 2018

Prize Drawings

Close of Business

General Notes

Convention Attire is Business Casual for the day sessions and dressy for the Installation. Saturday is PTA Gear Day.

Please make sure to notify the Registration Staff of any special needs (dietary, medical, religious, etc.) when checking in at arrival.

Changes to the schedule will be published as soon as administratively possible.

Credentials Report

	1 st General Session	2 nd General Session	3 rd General Session	4 th General Session
Voting Delegates				
Non-Voting Delegates				
Guests				
Exhibitors				
Total Attendees				

Michigan PTA Committees 2016-17

Advocacy

Samantha Phillips, Chair

Barb Anness

Kathy Carter

Awards

Daveda Quinn, Chair

Antonia Brown

Debby Ector

John Grzebik

Bylaws (ad hoc)

Sue Bellows

Kathy Carter

Ruthann Jaquette

Liz Jarvis

Sibyl Collins Wilson

College & Career Readiness

Initiative Core

Liz Jarvis, Chair/ Lead

Dr. Joyce Heideman

Ruthann Jaquette

Teresa Marhofer

Sibyl Collins Wilson

Centennial

Barb Blanchard, Chair

Sue Bellows

Shaton Berry

Maryjane Cipicic

Mary DeYoung-Smith

Barb Flis

Ruthann Jaquette

Teresa Marhofer

Grace Preston

Tonya Whitehead

Sibyl Collins Wilson

Convention

Sibyl Collins Wilson, Chair

Sue Bellows

Nicole Carlton

Kathy Carter

Candi Drouillard

Debby Ector

Ruthann Jaquette

Liz Jarvis

Jenna McMechan

Richard Powell

Nominating & Leadership Development

Sue Bellows Chair

Tom Bailey

Arina Bokas

Mary DeYoung-Smith

Karen Dziadzio

Jenna McMechan

Scholarship

Barb Blanchard, Chair

Sue Bellows

Shaton Berry

Mary DeYoung-Smith

Grace Preston

Strategic Planning

Sibyl Collins Wilson, Chair

Shaton Berry

Liz Jarvis

Anthony King

S. Marnise Limbrick-Roberts

Richard Powell

Julie Thompson

Jodi Tillander

Michigan PTA Committee Reports

Career & College Readiness Initiative

Liz Jarvis, Team Chair

Michigan PTA Every Student Succeeds Act (ESSA)/College and Career Readiness Initiative (CCRI) Team works with representatives from National PTA to promote those initiatives across the state.

Since 2009, National PTA has supported college and career readiness standards (formerly called the Common Core State Standards), and has led various initiatives for state PTAs, including Michigan PTA, to promote those standards. The Michigan PTA, through the ESSA/CCRI Team, is charged to educate and train its leaders and members about the education standards and aligned assessments; to meet with decision-makers; to work with the media, and to build its overall advocacy capacity to support this campaign and others in the future.

Our initiative focuses on the implementation of ESSA, including College and Career Readiness Standards and aligned assessments, throughout Michigan. The ESSA/CCRI Team has presented workshops in various locations across the state. It also produces a newsletter about ESSA, and maintains an ESSA-themed Facebook page. The Team is working to partner with like-minded groups across the state, to further enhance the scope and reach of its initiative.

Michigan PTA is proud to be a part of this initiative (Wave 7 of the National PTA program), as we work to promote public education in our state, and further the state's progress in improving learning for all of Michigan's children.

Federal Legislative Advocacy Report

Barb Anness, Federal Legislative Chair

After the 2016 General Election last November numerous changes have taken place at the Federal level regarding public education. Betsy DeVos is the Secretary of Education at the State Department of Education and, while National PTA has pledged to work with this Secretary, there are concerns regarding her record on public education, private school voucher advocacy and a publicly expressed desire to give states more control over Federal education dollars and regulations. Additionally, the climate in the 115th Congress and the Presidency has alluded to cuts that will, no doubt, impact public education.

With all this said however, National PTA is a great resource for legislative information, guidance and they are working diligently to keep up on the current and quickly changing landscape of Federal education policy in DC. I had the pleasure of attending the National PTA 2017 Legislative Conference in Washington in March. For state members that haven't attended one of these conferences I highly recommend it! It was 3 days of informative workshop sessions, lots of networking with other advocacy representatives from states all over the country and the conference culminated in a "Hill Day" on the Capital to ask our legislators to "Invest in Public Education and Protect Our Children."

Invest in Public Education by:

- Effectively implementing the Every Student Succeeds Act (ESSA) at all levels.
- Investing in public schools and oppose any private school choice system – vouchers, tax credits or deductions – that would divert funding from public schools.
- Funding Statewide Family Engagement Centers at its authorized level of \$10 million in FY 2018.
- Expanding and enhancing early childhood education opportunities.

Protect Our Children by:

- Reauthorizing key legislation to incorporate more family engagement provisions and better protect our children in the 21st century: IDEA, Juvenile Justice and Delinquency Prevention Act (JJDP), The Child Nutrition Act (Healthy, Hunger-Free Kids Act), FERPA (also modernize), and the Children's Online Privacy Protection Act (COPPA)
- Promoting federal policies that ensure all students – regardless of race, color, national origin, immigration status, sex, sexual orientation, gender identity, disability or religion – have safe, supportive and positive environment in which to thrive and learn.
- Protecting youth, families and communities from gun and other violence.

I will continue to work and collaborate with Samantha Phillips, the Michigan State PTA Advocacy Chair, to inform Michigan PTA members about the latest happenings regarding Federal education legislation. If you're on FaceBook, ask to join the Michigan PTA Advocacy page AND become familiar with key Legislation under the Advocacy tab on the National PTA's web site at PTA.org.

Legislative Advocacy

Samantha Phillips, Advocacy Chair

Those that know the history of PTA, know that "Advocacy" is the unofficial "A" in PTA. Advocacy is at the very core of PTA's existence and without advocates, PTAs are unlikely to fulfill the PTA mission or honor its values.

Following the 2016 Presidential election, the legislative environment facing public education is neither friendly, nor supportive. Programs and resources that are critical to the success of American public school students are under attack. Though Michigan advocacy priorities are focused on the state and local level, we cannot overlook the impact of recent and pending legislation at the federal level. Working closely with Barb Anness, Michigan PTA Federal Legislative chair, we will continue to monitor, analyze, evaluate and take a position on federal and state issues that require a PTA voice.

Following the lead of National PTA's priorities, and public policy agenda, Michigan PTA's priorities include:

- Protecting public education funding
- Early learning and childhood
- Common core and state curriculum standards
- Qualified, certified teaching professionals in every classroom.
- Juvenile justice and delinquency prevention
- Gun safety & violence prevention
- Education technology and student data privacy
- Healthy Nutrition / hunger-free meal programs

A 2017 Michigan PTA Advocacy Guide has been created for your reference, outlining the priorities list above and the rationale for these priorities.

Also, due to the fluid nature of current events, and the geographical spread of our advocates, "Virtual Advocacy" days are being scheduled to implement "Calls to Advocacy" simultaneously across the state. Please keep a look out for additional information on our first upcoming Michigan PTA Virtual Advocacy Day.

An in-person Lansing Advocacy Day will be held in Fall 2017 to gather, share concerns, ideas and best practices among our members with local legislator and expert input. We encourage all members to make a conscious commitment to use their voice (literally, or in writing) to advocate for a

public school/education issue that they feel strongly about. Start with one email, phone call or letter. Let your legislators know where you stand on an issue. Be a part of the solution.

For more information on how to get involved in PTA Advocacy, or how to learn more about Advocacy, please contact me at phillips@michiganpta.org.

Outreach & Support

Kathy Carter, Vice President

This report is bittersweet, I get to talk briefly of the wonderful things my team and I have done this year. We are a team and hope you will join this team to help others succeed. It is my last report as my time in this position is term limited. Thank you for all your support over the last few years and hope that we have been helpful.

Our team has opened 6 new Units this year, with 2 or 3 waiting for the fall season. The push to advocate for children has never been higher. If you meet someone from a new Unit, please make them feel welcome and offer advice.

We continue to support Units with processing bylaws and standards of affiliation. The team has also done some hand-holding and conflict resolution. Team Field Service is always there to assist in any fashion that you need, short of running your Unit for you!

Our goal is to help make you and your Unit a success. If you are a success your school and families will be successful also. Enjoy convention and may your upcoming year be a success.

Centennial Celebration Committee

Barb Blanchard, Past President & Chair

Michigan PTA will be celebrating its **100th Anniversary in 2018!** This is a very exciting time that we are planning to share everywhere in Michigan. Advocating for Children has been and will remain our mission and passion. All Children can succeed when they have the education, health and welfare to live the best life possible.

The theme is Michigan PTA: **Advocating for every child, Yesterday-Today-Tomorrow 1918-2018.**

Look for our **Centennial Logo** on all printed material. We will also make the logo available for units and councils to use.

100 weeks of Michigan PTA historical trivia facts are being posted on our website and mailed out in the Weekly Updates.

The Celebration Banquet will be Saturday, April 21, 2018 at The Henry Ford Lovett Hall. We will be honoring Child Advocates from a variety of areas at the Banquet.

Committee members have visited the Bentley Library in Ann Arbor, on the University of Michigan Campus, where our history from 1918 to 1961 is stored. We will have some of the history on display at the State Convention, at the Celebration Banquet and in our memory book. We hope to also have a display at the Detroit Historical Museum next year.

Check the Convention Boutique for great **Collectible Centennial** items.

To raise needed funds for the Centennial events, there is a **Centennial Community Supporter** flyer and an **online donation** place on our website. We also have sent letters to a variety of possible supporters.

Councils and Locals without a Council are assisting the various committees. They are also collecting historical memorabilia for display at Founder's Day events and elsewhere.

Centennial tool kits are available for Publicity and Back to School events. The Back to School kits have ideas for including children in the events.

We look forward to celebrating this great milestone over the next year.

Program & Services

Daveda Quinn, Vice President

The Programs and Services of the Michigan PTA operated throughout 2016-2017. As the supervisor of the Programs, I am very happy to report that we served the members and volunteers helped to make the programs a success.

The **Reflections** program was co-chaired by Teresa Marhofer and Joyce Heideman and they did an excellent job. The Facebook page that Joyce operates has been very instrumental in networking and communicating with all the schools. The Michigan Reflections Program had three National Awards of Excellence winners. Joyce and Teresa led two sessions on Reflections at Summer Leadership Academy.

Michigan in Men was chaired by Anthony King this year and he was able to work with his PTA unit in Detroit and he received information from National and the state to engage men in PTA.

I chaired the Family Engagement program and presented a workshop at Summer Leadership Academy and shared the National Programs with other members.

I also chaired the Awards committee with a great group of volunteers. We had a very productive year and look forward to helping more members in the future with new forms and longer periods to submit applications next year.



HELPING CHILDREN DREAM AGAIN



Michigan PTA & Consumer Council Training Series

Education and Advocacy: How Communities Can Engage and Thrive

Michigan PTA, in partnership with the Consumer Council is proud to offer *Education and Advocacy: How Communities Can Engage and Thrive*. Michigan PTA works with National PTA to promote advocacy for children's issues across America. Michigan PTA hopes to inspire all parents and educational professionals, as well as members of our communities, to become more aware of current issues affecting children and public education across Michigan. We encourage residents to speak for Every Child, with One Voice.

- Registration is required, contact Pamela Kelly at 313.262.1227 or pkelly@thechildrenscenter.com
- Childcare will be available
- Light refreshments will be provided
- There will be a drawing during the final workshop

Where

The Children's Center
79 Alexandrine West
Detroit

When

June 29th, June 6th,
July 20th, July 27th – 2017
6:00 - 8:00 p.m.

Workshops

- **June 29th** – Every Student Succeeds Act (ESSA)
- **July 6th** – Career and College Readiness Initiative
- **July 20th** – Family and School Partnerships
- **July 27th** – Legal Hot Topics

Michigan
PTA[®]
everychild.one voice[®]

Michigan PTA Past Presidents

1918-1921	Mrs. Charles Stewart
1921-1925	Mrs. Edgar W. Kiefer*
1925-1928	Mrs. Fred E. Raymond*
1928-1932	Mrs. J.K. Pattengill* ^o
1932-1935	Mrs. David M. Stewart*
1935-1939	Mrs. William T. Sanders*
1939-1942	Mrs. Edward G. Thompson*
1942-1945	Mrs. James Parker* ^o
1945-1948	Mrs. William De Voe*
1948-1951	Mrs. E.L. Church*
1951-1954	Mrs. Harry King*
1954-1957	Mrs. Fred Keeler*
1957-1960	Mrs. Charles Neldrett*
1960-1963	Mrs. Otto Yntema*
1963-1966	Mrs. Kenneth Otto
1966-1969	Mr. A.B. Haist*
1969-1971	Mrs. Jane E. Tate*
1971	Mr. Herbert Auer
1971-1973	Mr. David M. Mahowald*
1973-1975	Dr. H.R. Stroyan*
1975-1977	Mrs. Elaine Stienkenmeyer* ^o
1977-1979	Dr. Clyde C. Gehrig*
1979-1981	Mrs. Constance W. Ernest*
1981-1983	Dr. Elven E. Duvall*
1983-1985	Mrs. Jackie Palmer*
1985-1987	Mrs. Francile Anderson*
1987-1989	Mr. Carl Cohen
1989-1991	Mrs. Beverly Wessner*
1991-1993	Mr. David Gross
1993-1995	Mrs. Maryjane Cipic
1995-1997	Mrs. Grace Preston
1997-1999	Ms. Georgene Campbell
1999-2001	Mr. Ron Coleman
2001-2003	Mrs. Sue Bellows
2003-2005	Mrs. Pattie (Bayless) Callender
2005-2007	Mrs. Barb Blanchard
2007-2009	Mrs. Debbie (Squires) Stair
2009-2011	Mrs. Mary DeYoung-Smith
2011-2013	Ms. Shaton Berry
2013-2015	Ms. Teresa Marhofer

*Deceased ^oService as National PTA President



2017-2018

NATIONAL PTA REFLECTIONS®

WITHIN REACH



Entries from
all grades and all
abilities welcome.



Michigan PTA's Reflections
Committee is excited for this year's
program. Please make sure to
connect to the Reflections Facebook
Page for Local Coordinators.

Learn more and get involved! PTA.ORG/REFLECTIONS

National
PTA
everychild. everyvoice.®



INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Michigan Congress of Parents and Teachers

We have audited the accompanying financial statements of Michigan Congress of Parents and Teachers (a nonprofit organization), which comprise the statements of financial position as of June 30, 2016 and 2015, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Michigan Congress of Parents and Teachers as of June 30, 2016 and 2015, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Additional Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of functional expenses on pages 12 and 13 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Kutas & Associates, PC

Lansing, Michigan
February 28, 2017

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2016 AND 2015**

	2016	2015
ASSETS		
CURRENT ASSETS:		
Cash - Unrestricted	\$ 20,800	\$ 3,793
Cash - Restricted for Scholarship Fund	32,018	29,125
Accounts Receivable	94	-
Certificates of Deposit	-	144,760
Accrued Interest Receivable	-	1,448
	\$ 52,912	\$ 179,126
TOTAL CURRENT ASSETS		
NON CURRENT ASSETS:		
Deposits	\$ 685	\$ 685
	\$ 53,597	\$ 179,811
TOTAL ASSETS		
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
CRC - Payable	\$ -	\$ 300
Accounts Payable	261	2,425
Dues Payable to National	412	437
Deferred Revenue	5,350	5,125
Deferred Revenue - CCSSI	-	7,044
Funds Held for Units	-	1,160
Line of Credit	-	109,933
	\$ 6,023	\$ 126,424
TOTAL CURRENT LIABILITIES		
NET ASSETS:		
Unrestricted	\$ 15,556	\$ 24,262
Temporarily Restricted	32,018	29,125
Permanently Restricted	-	-
	\$ 47,574	\$ 53,387
TOTAL NET ASSETS		
	\$ 53,597	\$ 179,811
TOTAL LIABILITIES AND NET ASSETS		

See notes to financial statements.

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

	2016			2015		
	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
REVENUES:						
Membership Dues	\$ 154,373	\$ -	\$ 154,373	\$ 176,200	\$ -	\$ 176,200
Event Income	26,727	-	26,727	33,867	-	33,867
Contributions and Donations	3,678	25	3,703	1,183	-	1,183
Raffle Income	2,939	-	2,939	3,755	-	3,755
Merchandise Sales	1,533	6,034	7,567	1,665	5,955	7,620
Ads	38	-	38	888	-	888
Grant Income	27,044	-	27,044	13,290	-	13,290
Fundraising	105	-	105	-	-	-
Interest Income	711	-	711	870	-	870
Miscellaneous Income	1,676	-	1,676	6	-	6
	<u>\$ 218,824</u>	<u>\$ 6,059</u>	<u>\$ 224,883</u>	<u>\$ 231,724</u>	<u>\$ 5,955</u>	<u>\$ 237,679</u>
Net Assets Released from Restrictions	<u>3,166</u>	<u>(3,166)</u>	<u>-</u>	<u>3,730</u>	<u>(3,730)</u>	<u>-</u>
TOTAL REVENUES	\$ 221,990	\$ 2,893	\$ 224,883	\$ 235,454	\$ 2,225	\$ 237,679
EXPENSES:						
Program Services	\$ 33,289	\$ -	\$ 33,289	\$ 53,776	\$ -	\$ 53,776
Convention	9,764	-	9,764	5	-	5
Advocacy	3,264	-	3,264	1,339	-	1,339
Summer Leadership Academy	101,688	-	101,688	147,670	-	147,670
Membership Services	1,316	-	1,316	1,708	-	1,708
Reflections	10,671	-	10,671	15,793	-	15,793
Governance	3,166	-	3,166	3,730	-	3,730
Scholarship Fund	7,044	-	7,044	13,290	-	13,290
CCSSI Grant						
Supporting Services						
General and Administrative	52,501	-	52,501	61,930	-	61,930
Fundraising	7,993	-	7,993	7,808	-	7,808
	<u>\$ 230,696</u>	<u>\$ -</u>	<u>\$ 230,696</u>	<u>\$ 307,049</u>	<u>\$ -</u>	<u>\$ 307,049</u>
TOTAL EXPENSES	\$ (8,706)	\$ 2,893	\$ (5,813)	\$ (71,595)	\$ 2,225	\$ (69,370)
CHANGE IN NET ASSETS						
NET ASSETS, Beginning of Year	24,262	29,125	53,387	95,857	26,900	122,757
NET ASSETS, End of Year	<u>\$ 15,556</u>	<u>\$ 32,018</u>	<u>\$ 47,574</u>	<u>\$ 24,262</u>	<u>\$ 29,125</u>	<u>\$ 53,387</u>

See notes to financial statements.

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
STATEMENTS OF CASH FLOWS (CONTINUED)
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

RECONCILIATION OF INCREASE (DECREASE) IN NET ASSETS TO
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES

	2016	2015
CHANGE IN NET ASSETS	\$ (5,813)	\$ (69,370)
ADJUSTMENTS TO RECONCILE CHANGE IN NET ASSETS TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:		
(Increase) Decrease in Accounts Receivable	\$ (94)	\$ 599
(Increase) Decrease in Accrued Interest Receivable	1,448	(165)
Increase (Decrease) in CRC - Payable	(300)	-
Increase (Decrease) in Accounts Payable	(2,164)	2,382
Increase (Decrease) in Dues Payable to National	(25)	(80)
Increase (Decrease) in Deferred Revenue	225	(228)
Increase (Decrease) in Deferred Revenue - CCSSI	(7,044)	(3,290)
Increase (Decrease) Funds Held for Units	(1,160)	-
TOTAL ADJUSTMENTS	\$ (9,114)	\$ (782)
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	\$ (14,927)	\$ (70,152)

See notes to financial statements.

MICHIGAN CONGRESS OF PARENTS AND TEACHERS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 1 — NATURE OF ACTIVITIES

The purpose of Michigan Congress of Parents and Teachers (“Michigan PTA”) is to promote the welfare of children and youth in home, school, places of worship, and throughout the community; raise the standards of home life; advocate for laws that further the education, physical and mental health, welfare, and safety of children and youth; promote the collaboration and engagement of families and educators in the education of children and youth; engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth; and advocate for fiscal responsibility regarding public tax dollars in public education funding.

Michigan PTA was incorporated as a Michigan nonprofit corporation to act as the state governing body of local PTA units within the State of Michigan, as assigned by the National Congress of Parents and Teachers (“National PTA”). Local units do not meet the consolidation requirements under Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958-810, *Not-for-Profit Entities, Consolidation*. The objectives of Michigan PTA are developed through conferences, committees, projects, and programs; and are promoted through educational programs directed towards parents, teachers, students and the general public.

NOTE 2 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting and Presentation

The accompanying financial statements of Michigan PTA have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America.

Michigan PTA’s major initiatives are as follows:

Convention - Michigan PTA facilitates the gathering of the state and local PTA leadership, its membership, and strategic partners at the annual meeting and convention, which is rotated around the state.

Advocacy - Advocates policies that benefit children and families via dissemination of its public policy agenda and issue briefs, lobbying in support or opposition to proposed state legislation, regulations, and rulemaking, participation in programs, training and monitoring legislation.

Summer Leadership Academy - Facilitates the gathering of the local and state PTA leadership including all local officers and committee chairs to train leaders in support of the business, work and mission of the organization.

Reflections - The PTA believes all children deserve a quality arts education and encourages students to pursue artistic expression through participation in its annual Reflections Program. The program offers students in pre-school through grade 12 the opportunity to create works of art for fun and recognition. It celebrates the many skills of our students and encourages them to pursue artistic expression in a number of different ways including film/video production, dance choreography, musical composition, photography, visual arts and literature.

Governance/BOD - Governance is the leadership of the Michigan PTA and includes travel, stipends, and any other necessary expenses to support the jobs of the committees, the board and the officers.

Scholarship Fund - The Fran Anderson Michigan PTA Scholarship was created as a way to recognize high school seniors who have demonstrated leadership and advocacy skills through participation in PTA. A minimum of one \$1,000 scholarship is awarded each year and additional scholarships and/or scholarships of varying amounts are awarded based on available funds.

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 2 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation

Michigan PTA is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

- Unrestricted net assets represent unrestricted revenue and contributions received without donor-imposed restrictions. These net assets are available for the operation and support of Michigan PTA.
- Temporarily restricted net assets include revenue and contributions, subject to donor-imposed stipulations that will be met by the actions of the Michigan PTA and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions.
- Permanently restricted net assets represent funds restricted by the donor to be maintained in perpetuity by the Michigan PTA, with only the income to be used for the purposes specified by the donor.

Michigan PTA has no permanently restricted net assets.

Property and Equipment

Property and equipment are recorded at cost, when purchased, or if donated, at estimated fair market value at date of receipt. Expenditures for tangible property and equipment that do not exceed \$500 are expensed when incurred. Depreciation is computed over the estimated useful lives of assets using the straight-line method. As of June 30, 2016 and 2015, the Michigan PTA does not own any property or equipment that requires capitalization and did not incur any depreciation expense for the years ended June 30, 2016 and 2015. Maintenance and repairs that do not enhance the value or extend the useful life are charged to expense as incurred.

Income Taxes

Michigan PTA is exempt from federal income taxes under the provisions of Section 501(c)(3) of the Internal Revenue Code (IRC). Accordingly, contributions to Michigan PTA qualify as charitable tax deductions by the contributor. However, Michigan PTA is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the IRC. Michigan PTA has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it has nexus; and to identify and evaluate other matters that may be considered tax positions. No material taxable unrelated business income was generated and, accordingly, no provision for income taxes has been made in the accompanying financial statements. Michigan PTA is no longer subject to U.S. federal income tax examinations by tax authorities for the years ended on or before June 30, 2012, and is no longer subject to state income tax examinations by tax authorities for the years ended on or before June 30, 2011.

Financial Instruments and Concentration of Credit Risk

Financial instruments, which potentially subject the organization to concentrations of significant credit risk, consist of cash and certificates of deposit. Michigan PTA's cash and certificates of deposit in banks, based on bank balances, were not in excess of federally insured limits at June 30, 2016 and 2015.

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 2 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The carrying amounts of cash, certificates of deposit, accounts receivable, other current assets, accounts payable, deferred revenue, and amounts included in accruals meeting the definition of financial instruments approximate fair value.

Statements of Cash Flows

For purposes of the statements of cash flows, Michigan PTA considers all highly liquid instruments purchased with a maturity of three months or less to be cash equivalents.

Contributions

Contributions received are recorded in accordance with ASC Topic 958 as unrestricted, temporarily restricted, and permanently restricted, depending on the existence and nature of donor restrictions. Support that is not restricted by the donor is reported as an increase in unrestricted net assets and is recorded in the year notification is received from the donor. All other donor restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires from satisfying the stipulated time restriction or purpose restriction, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Restricted contributions whose restrictions are met in the same reporting period are recorded as unrestricted contributions.

Membership Dues

The annual membership year is based on the twelve-month period ended September 30th, with the exception of Units, which are based on the twelve-month period ended June 30th. Michigan PTA has determined that all membership dues, excluding Unit dues, are paid in support of the general mission of the organization, and as a result, reported as contributions in accordance with ASC Topic 958. Michigan PTA reports revenue from Unit dues as exchange transactions and recognizes the income based on the membership period ending June 30th. Unit dues relating to future periods are deferred. All membership dues are recorded net of payments to National PTA, which amounted to \$99,146 and \$110,042 for the years ended June 30, 2016 and 2015, respectively.

Grants

Grants received are recorded as contributions, conditional promises to give, or exchange transactions based on the facts and circumstances of each grant agreement in accordance with ASC Topic 958.

Event, Conference, and Convention Income

Event, conference, and convention income are recorded as exchange transactions and recognized as income when the services related to the activity are provided.

Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements. Actual results could differ from those estimates.

MICHIGAN CONGRESS OF PARENTS AND TEACHERS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 2 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the notes to the financial statements. Accordingly, certain management and general costs have been allocated among programs and supporting services benefited based upon management estimates.

Reclassification

Certain amounts in the 2015 financial statements have been reclassified to conform to the 2016 presentation.

Subsequent Events

Management has evaluated Michigan PTA related events and transactions that occurred during the period from the date of the balance sheet through February 28, 2017, the date of issuance of the financial statements. There were no events or transactions that occurred during the period that materially impacted the amounts or disclosures in the financial statements.

NOTE 3 — TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consist of profit earned from the sale of Michigan PTA Appreciation Awards and benefit the Fran Anderson Michigan PTA Scholarship. The balance of temporarily restricted net assets at June 30, 2016 and 2015 is \$32,018 and \$29,125, respectively.

NOTE 4 — LINE-OF-CREDIT

Michigan PTA had an available line-of-credit of \$115,000 with PNC Bank which was secured by two of Michigan PTA's certificates of deposit. The line of credit provided for working capital financing. Borrowings bear interest at the bank's prime rate plus 1%. The line of credit was paid in full and the agreement was terminated during the year ended June 30, 2016. Loans against the line-of-credit amounted to \$0 and \$109,933 as of June 30, 2016 and 2015, respectively.

NOTE 5 — MANAGEMENT COMPANY

On May 10, 2013, Michigan PTA entered into an agreement with Association Management Resources ("AMR") to perform management and administrative services for Michigan PTA for the period of July 1, 2013 through June 30, 2016. Under this agreement, Michigan PTA agreed to pay a monthly management fee of \$20,385 for the period of July 1, 2015 through June 30, 2016 (\$244,620 annually). However, this agreement was subsequently amended to a reduced monthly fee of \$16,920 for the period of July 1, 2015 through January 31, 2016 and \$11,000 for the period of February 1, 2016 through June 30, 2016 (\$173,440 annually). In addition to the service fee, Michigan PTA is required to reimburse AMR for any direct expenses incurred. Management service fees for the years ended June 30, 2016 and 2015 amounted to \$173,440 and \$233,520, respectively.

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 6 — NET ASSETS RELEASED FROM RESTRICTIONS

The temporarily restricted net assets are available for the Fran Anderson Michigan PTA Scholarship. Scholarship recipients are selected by a committee comprised of Michigan PTA Past Presidents based on the following criteria: PTA/PTSA involvement, essay, community service, additional activities, academics and letters of recommendation. Net assets released from restrictions amounted to \$3,166 and \$3,730 during the years ended June 30, 2016 and 2015, respectively.

NOTE 7 — FUNCTIONAL ALLOCATION OF EXPENSES

The functional allocation of Michigan PTA’s expenses, as they relate to program services and supporting services, are listed below for the years ended June 30, 2016 and 2015. The following includes the allocation of both direct and indirect expenses.

	2016	2015
Program Services	\$ 68,514	\$ 89,641
Membership Services	101,688	147,670
Management and General	52,501	61,930
Fundraising	7,993	7,808
	\$ 230,696	\$ 307,049

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2016**

	PROGRAM SERVICES										SUPPORTING SERVICES			Total
	Convention	Advocacy	Summer Leadership Academy	Membership Services	Reflections	Governance	Scholarship Fund	CCSSI Grant	Program Services Subtotal	General and Administrative	Fundraising	Supporting Services Subtotal		
Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 173,440	\$ 173,440	\$ 173,440
Licensing and Legal Fees	-	-	-	-	-	-	-	-	-	-	-	20	85	85
Accounting Fees	606	170	57	-	23	186	-	-	1,042	-	65	6,973	6,973	8,015
Advertising & Promotion	-	-	-	300	-	-	-	-	300	-	-	-	-	300
Office Expenses	1,895	96	-	347	455	1,048	590	7,044	11,475	819	819	5,683	5,683	17,158
Information Technology	224	63	21	1,932	9	69	-	-	2,318	26	26	258	258	2,576
Travel	351	86	49	-	-	72	-	-	558	-	-	2,647	2,647	3,205
Meetings	-	-	-	-	-	370	-	-	370	-	-	-	-	370
Lodging	2,075	-	-	-	-	-	-	-	2,075	-	-	-	-	2,075
Event Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Exhibits	547	-	-	-	-	-	-	-	547	-	-	-	-	547
Facilities	2,481	420	712	-	-	-	-	-	3,613	-	-	-	-	3,613
Audio and Video	-	468	-	-	-	-	-	-	468	-	-	-	-	468
Food and Beverage	3,885	2,287	360	-	-	-	-	-	6,532	-	-	-	-	6,532
Interest Expense	1,303	364	122	248	49	398	-	-	2,484	-	-	1,065	1,065	3,549
Insurance Expense	-	-	-	-	-	1,440	-	-	1,440	-	-	342	342	1,782
Memberships	-	-	-	-	-	-	-	-	-	-	-	1,670	1,670	1,670
Awards	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Scholarship	-	-	-	-	-	-	1,326	-	1,326	-	-	-	-	1,326
Raffle Expense	-	-	-	-	-	-	1,250	-	1,250	-	-	-	-	1,250
Miscellaneous	115	-	-	-	-	740	-	-	-	-	1,880	1,880	1,880	1,880
Subtotal	\$ 13,482	\$ 3,954	\$ 1,321	\$ 2,827	\$ 536	\$ 4,323	\$ 3,166	\$ 7,044	\$ 36,653	\$ 2,790	\$ 191,253	\$ 194,043	\$ 194,043	\$ 230,696
Allocation of Management Fee	19,807	5,810	1,943	98,861	780	6,348	-	-	133,549	5,203	(138,752)	(133,549)	(133,549)	-
TOTAL EXPENSES	\$ 33,289	\$ 9,764	\$ 3,264	\$ 101,688	\$ 1,316	\$ 10,671	\$ 3,166	\$ 7,044	\$ 170,202	\$ 7,993	\$ 52,501	\$ 60,494	\$ 60,494	\$ 230,696

See notes to financial statements.

**MICHIGAN CONGRESS OF PARENTS AND TEACHERS
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2015**

	PROGRAM SERVICES										SUPPORTING SERVICES			
	Convention	Advocacy	Summer Leadership Academy	Membership Services	Reflections	Governance	Scholarship Fund	CCSSI Grant	Program Services Subtotal	General and Administrative	Fundraising	Supporting Services Subtotal	Total	
Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 233,520	\$ -	\$ 233,520	\$ 233,520	
Licensing and Legal Fees	-	-	15	-	-	-	-	-	15	40	65	105	120	
Accounting Fees	786	-	15	-	19	183	-	-	1,003	6,712	-	6,712	7,715	
Advertising & Promotion	-	-	-	237	-	-	-	-	237	222	-	222	459	
Office Expenses	489	5	409	3,283	370	1,326	407	3,752	10,041	6,380	-	6,380	16,421	
Information Technology	276	-	7	2,531	10	93	-	1,189	4,106	411	46	457	4,563	
Travel	465	-	18	-	94	558	-	390	967	3,193	-	3,193	4,160	
Meetings	-	-	-	-	-	-	-	-	558	-	-	-	558	
Lodging	983	-	-	-	-	-	-	2,281	3,264	-	-	-	3,264	
Event Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	
Exhibits	525	-	-	-	-	-	-	-	525	-	-	-	525	
Facilities	-	-	-	-	-	-	-	121	121	-	-	-	121	
Audio and Video	3,474	-	-	-	-	-	-	994	4,468	-	-	-	4,468	
Food and Beverage	8,068	-	-	-	63	-	-	4,563	12,694	-	-	-	12,694	
Event Speakers	3,466	-	-	-	-	-	-	-	3,466	-	-	-	3,466	
Interest Expense	1,835	-	34	260	43	425	-	2,597	1,113	-	-	1,113	3,710	
Insurance Expense	-	-	-	-	-	1,420	-	1,420	342	-	-	342	1,762	
Memberships	-	-	-	-	-	-	-	-	1,670	-	-	1,670	1,670	
Awards	-	-	-	674	35	-	-	-	2,032	-	-	-	2,032	
Scholarship	-	-	-	-	-	-	1,323	-	2,000	-	-	-	2,000	
Boutique	-	-	-	-	-	-	2,000	-	1,185	-	-	-	1,185	
Raffle Expense	-	-	-	-	-	-	-	-	-	655	-	655	655	
Miscellaneous	78	-	-	-	-	1,840	-	-	63	-	-	63	1,981	
Subtotal	\$ 20,445	\$ 5	\$ 498	\$ 8,170	\$ 634	\$ 5,845	\$ 3,730	\$ 13,290	\$ 52,617	\$ 253,666	\$ 766	\$ 254,432	\$ 307,049	
Allocation of Management Fee	33,331	-	841	139,500	1,074	9,948	-	-	184,694	(191,736)	7,042	(184,694)	-	
TOTAL EXPENSES	\$ 53,776	\$ 5	\$ 1,339	\$ 147,670	\$ 1,708	\$ 15,793	\$ 3,730	\$ 13,290	\$ 237,311	\$ 61,930	\$ 7,808	\$ 69,738	\$ 307,049	

See notes to financial statements.

Michigan
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Advocacy Guide



2017-2018

**"Nothing you do for children is ever wasted."
Garrison Keiller**

Advocacy Guide

Michigan PTA Advocacy Committee Team Members

Samantha Phillips
Michigan PTA Advocacy Chair

Barb Anness
Federal Legislative Chair

Shaton Berry
Advocacy Specialist,
Past President

Ruthann Jaquette
Michigan PTA President

Sibyl Wilson
Michigan PTA President-Elect

Kathy Carter
V.P. Outreach & Support

Teresa Marhofer
Past President

Dr. Joyce Heideman
Member

Open Appointment
Health & Wellness

Open Appointment
Legislative Consultant

Open Appointment
Legislative Intern

Open Appointment
Education Consultant

Advocacy MATTERS!

Michigan PTA Mission Statement

To mobilize the forces of school, home, and community in order to ensure a quality education and nurturing environment for every child.

Michigan PTA Advocacy Committee

Promotes local, county, state and national efforts to focus on the education and well-being of all children in our state by working with families, educators, school boards, statewide associations and non-profit organizations, business and community leaders, the legislature, the State Board of Education and the Michigan Department of Education to ensure child-related concerns are being met.

Michigan PTA Advocacy Committee Goals

To be the voice of parents, teachers and students in advocating for:

- High quality Public Education for all students, regardless of their zip code in Michigan, (adequate and consistent state curriculum standards, teacher certifications, classroom size, arts & music programs, STEAM, early childhood programs, CCRI, Special Education)
- Protecting taxpayer dollars for education providing public access, governance and accountability (opposing any private school choice system—tax credits, vouchers or deductions—that would drain public school resources, protect the funding for IDEA Act)
- Safety & Security (LGBTQ rights, Gun Free Zones, Student Privacy, Safe Routes to School, Bully Prevention)
- Health & Wellness (Healthy food choices / Free & Reduced Meal Programs, Fitness, Mental Health, Substance Abuse Education, Sex Ed.)
- Family Engagement (advocating for funding of the Family Engagement in Education Act of 2013 (H.R.2662/S.1291))
- Juvenile Justice (reauthorization of the Juvenile Justice and Delinquency Prevention Act, elimination of zero tolerance policies disproportionately targeting minorities via the school to prison pipeline. Expulsion guidelines aligned with Federal Gun-Free School Zone Act of 1990)

Legislators Contact Info

Find Legislators below via these websites and hotlinks:

Find your House Representative here: www.house.mi.gov/mhrpublic/

Find your State Senator here: www.senate.michigan.gov/fysbyaddress.html

U.S. Senators

Gary Peters (D)
724 Hart Senate Office
Building
Washington, DC 20510
(202) 224-6221

Debbie Stabenow (D)
731 Hart Senate Office
Building
Washington, DC 20510
(202) 224-4822

Michigan Senate Education Committee:

<u>Phil Pavlov (R) Committee Chair, 25th District</u>	517-373-7708
<u>Marty Knollenberg (R) Vice Chair, 13th District</u>	517-373-2523
<u>Darwin L. Booher (R) 35th District</u>	517-373-1725
<u>Patrick Colbeck (R) 7th District</u>	517-373-7350
<u>Hoon-Yung Hopgood (D) Minority Vice Chair, 6th District</u>	855-347-8006

Michigan House Education Reform Committee

<u>Tim Kelly (R) Committee Chair, 94th District</u>	517-373-0837
<u>Pamela Hornberger (R) Majority Vice-Chair, 32nd District</u>	517-373-8931
<u>Kathy Crawford (R) 38th District</u>	517-373-0827
<u>Daniela Garcia (R) 90th District</u>	517-373-0830
<u>Brett Roberts (R) 65th District</u>	517-373-1775
<u>Julie Alexander (R) 64th District</u>	517-373-1795
<u>Beth Griffin (R) 66th District</u>	517-373-0839
<u>Jim Lilly (R) 89th District</u>	517-373-0838
<u>Jeff Noble (R) 20th District</u>	517-373-3816
<u>John Reilly (R) 46th District</u>	517-373-1798
<u>Adam Zemke (D) Minority Vice-Chair, 55th District</u>	517-373-1792
<u>Winnie Brinks (D) 76th District</u>	517-373-0822
<u>Stephanie Chang (D) 6th District</u>	517-373-0823
<u>Darrin Camilleri (D) 23rd District</u>	517-373-0855
<u>William Sowerby (D) 31st District</u>	517-373-0159

Representative mailing address:

P.O. Box 30014
Lansing, MI 48909-7514

Senator mailing address:

P.O. Box 3003
Lansing, MI 48909-7536

To check the status of a bill: [Michigan Legislature](#)

MI House website: www.house.michigan.gov
Twitter: @MIHouseGOP and @MIHouseDems

MI Senate website: www.senate.michigan.gov/default.html
Twitter: @MISenate and @MISenDems #MILeg

Lobbying Guidelines

LOBBYING

Charitable and education organizations 501(c)(3)s such as PTAs face some restrictions regarding their lobbying activities. PTAs must refrain from violating PTA policies of nonpartisanship.

A 501(c)(3) organization which makes a 501(h) election can expend between 5% and 20% of its total annual program expenditures according to a formula. Restrictions on grassroots lobbying (i.e., efforts to inform the public) are more severe. If a PTA does not file an IRS form to make the Section 501(h) election, it may expend an "insubstantial amount" on lobbying activities, generally understood as no more than 5% of the organization's total annual program expenditures.

The following are some sample PTA activities, which may be used as general guidelines in determining what constitutes lobbying efforts:

Not considered lobbying efforts:

1. Informing members of legislative issues and positions critical to the goals of the association.
2. Researching and conducting nonpartisan analysis on legislation, stating the facts fully, stating your association's position and allowing people to draw their own conclusion.
3. Inviting representatives or staff to visit or learn about your association's program (not including discussions of specific legislation).
4. Explaining to members how a piece of legislation would affect your concerns.
5. Attending workshops on how to lobby.
6. Responding to official requests by legislative bodies for information or for testimony on the association's position.
7. Conducting a neutral Candidates' Night.
8. Endorsing or opposing the school budget.

Considered lobbying efforts, and must be counted for lobbying expenditures.

1. Informing people outside the membership of your position and encouraging them to write supporting your position on legislation or proposed legislation.
2. Telling people, your members included, to write or call supporting your position on legislation or proposed legislation.
3. Testifying about a position before a legislative body when you have not been specifically invited to appear.
4. Writing a "letter to the editor" which seeks to sway the community outside the PTA membership to a position.
5. Making a trip to the state or national capitol specifically to change a legislator's mind about an issue.
6. Advertising in any media in an attempt to sway the general public to action supporting the PTA position on legislation or proposed legislation.

Political Campaigns

POLITICAL CAMPAIGNS 501(c)(3)s, such as PTAs, are absolutely prohibited from participating or intervening in political campaigns on behalf of or in opposition to any candidate for political office. Any violation of the political campaign guidelines may result in revocation of tax-exempt status and loss of deductible contributions. Moreover, the IRS will consider complaints from the public that an educational organization is engaged in impermissible political campaign activity. During an election year, questions about IRS political restrictions for not-for-profits tend to increase tremendously.

PTA officers, employees and volunteers may choose to participate on their own in the political process. If so, the following rules should be observed:

- An officer, employee or volunteer of the PTA, acting solely in his or her individual capacity, may participate freely in the political process.
- However, in one's official capacity as an officer, employee or volunteer of the PTA, an individual may not:
 1. Make speeches for a political organization of a candidate or publicly endorse a candidate for public office.
 2. Submit funds for or pay an assessment, or make a contribution to a political organization or candidate for public office.

ENDORSEMENTS – PROHIBITED

PTAs may not make statements (oral or written) supporting or opposing any candidate for public office. They may not encourage votes for or against any candidate for public office, via a speech, PTA bulletin, editorial position or other media. PTAs should avoid statements that indirectly support or oppose a particular candidate, such as labeling a candidate as pro-education or anti-teacher. PTAs should not host partisan political events.

FINANCIAL AND OTHER SUPPORT – PROHIBITED

A PTA may not provide financial support to any candidate, political action committee (PAC) or political party. In addition, it may not provide other forms of campaign support, such as free volunteers, facilities or mailing lists to any candidate. It may not use PTA letterhead to solicit contributions.

POLITICAL ACTIONS COMMITTEES – PROHIBITED

A PAC is a political committee whose purpose is to influence the election of any individual to public office. Generally, a 501(c)(3) may not establish or support (financially or otherwise) a PAC.

PENALTIES

Because the political campaign activity prohibition is absolute, PTA organizations must take the prohibition on political activity seriously. Any violation of the restriction may result in revocation of exempt status and consequent loss of deductible contributions. There are additional financial penalties which may be imposed on both the association and on association managers. The financial penalties on managers can be as high as \$10,000.

Thank you for attending our
99th Annual Michigan PTA Convention!

Let's go back "Full Steam Ahead"
to advocate for the children of Michigan!



Ruthann A. Jaquette

*Thanks for your years of service to
Michigan PTA and its families*

