

# Baltimore County Council



*everychild.one voice.®*

**PTA Council of Baltimore County, Inc. | Established 1950**

<https://www.bcptacouncil.org> Free State PTA: <https://www.fspta.org> National PTA: <https://www.pta.org>

**SEPTEMBER 2025 | BULLETIN**

## **President's Greeting: Welcome to the 2025-26 School Year!**

**Back-to-School Package:** For the past few years, we've sent a Back-to-School Package to PTA units via BCPS interoffice mail. Due to the high printing cost, we decided to go back to sharing information via our September bulletin. The same information was included in both products.

**Over the Summer:** We were busy attending some big events! On 7/17, we attended the BCPS Partnership Fair to network with other community partners. On 8/16, PTA Council hosted table at BCPSFest, another awesome event! We shared information about PTA and encouraged people to join their local units or get involved at the Council level. We also attended the National PTA and Free State PTA Conventions – also great, informative events!

**BCPS-PTA Leadership Roundtables with Superintendent Dr. Rogers and Chief of Staff Ms. Charley-Greene:** We're excited that PTA Council and unit Presidents will continue to have virtual monthly sessions to hear BCPS presentations and take part in open-forum conversations about school-system issues. The first meeting will be on Thursday 9/4 at 6:30pm. Invitations will be sent via email to Presidents.

**Workshops & General Meeting:** Our annual Fall Training Workshops and General Meeting will be held on *Thursday, September 25th at 7pm (doors open at 6:30pm) at West Towson Elementary's Cafetorium*. Watch for an invitation and information soon. Our website, [www.bcptacouncil.org](http://www.bcptacouncil.org), has many powerpoints from our past trainings, but attending this event allows you to network, ask questions, and give feedback on what you need.

Thanks for all you do to help "make every child's potential a reality by engaging and empowering families and communities to advocate for all children" (the PTA Mission). Contact us for ANY HELP YOU NEED!

Leslie Weber, President, [president@bcptacouncil.org](mailto:president@bcptacouncil.org), 410-227-7631

PTA Council of Baltimore County, Inc., c/o Sue Hahn, BCPS Office of Family and Community Engagement  
6901 N. Charles St., Greenwood Campus Building A, Towson, Maryland 21204

***Every child. One voice.***

## Update on PTA Council's Family, School, and Community Partnership Committee's (FSCP) Responsible Cellphone Use Campaign

We're proud to announce that our partnership with BCPS, started in August 2024, has culminated in a new district-wide cellphone use campaign. The 8/25/25 BCPS e-newsletter noted the following: "**Safety and Social-Emotional/Mental Health Resources:** In collaboration with school administrators, the PTA Council of Baltimore County, and other stakeholders, BCPS has launched the new systemwide "Off and Away, Every School, Every Day" campaign to restrict cellphone use during the school day. Schools are sharing their specific plans with families and will have information posted on their websites."

For more info, contact Ramona Basilio, FSCP Committee Chair,  
[partnerships@bcptacouncil.org](mailto:partnerships@bcptacouncil.org).



**TEAM BCPS**

# Off and Away:

## Every School, Every Day!

- ✓ Cell phones should be turned off and out of sight during instructional time.
- ✓ Recording students or staff may be illegal and violates BCPS policy.
- ✓ Students who bring personal devices to school assume all risk and liability for damage, theft, or loss.

*School level consequences may include lunch detention, suspension from school events, in-school suspension, and more.*

BALTIMORE COUNTY PUBLIC SCHOOLS Engage. Empower. Excel.

## PTA Insurance

Unit presidents should have received invoices from AIM via email.

Free State PTA offers low-cost insurance (\$226/year) to local units. Your package has not changed. Your payment to AIM was due on July 1, 2025. If you need help, contact 1-800-876-4044 or <https://aim-companies.com>

## Start Your Year Off Right; Get Your Kit!

Available from <https://www.pta.org/>:

[Local Leader Kit](#) | [National PTA](#)

[Member Benefits - About PTA](#) | [National PTA](#)

**BCPS Parent University** is the go-to hub for family resources!

<http://www.bcps.org/parentu>



## Leaders' To-Do List

### SEPTEMBER

- ▶ Conduct general membership meeting, adopt 2025-26 PTA budget
- ▶ Sell memberships at dues level(s) decided upon by your board
- ▶ PTA Council dues due 10/1; invoice (\$50/unit) emailed
- ▶ Officer contact info to Free State PTA via Givebacks and PTA Council via [Google form](#) (more on page 7)

### OCTOBER

- ▶ Attend PTA Council Fall Workshops and General Meeting, 9/25, 7pm at West Towson ES Cafetorium (doors open at 6:30pm)
- ▶ Send copy of your unit's annual financial review to Free State PTA (due 10/30)
- ▶ Pay Free State PTA and National PTA membership dues monthly; first payment due October 1
- ▶ Begin work on Reflections

Visit our [Resources Section](#) to access our yearly planning list to remind you of key dates and tasks.

## Standards Of Affiliation (SoA)

**PTAs are both units chartered by Free State PTA and non-profit corporations.** There are important FSPTA SoA requirements, but also important business requirements from the IRS and the state -- all must be fulfilled to run your unit/business legally and compliantly.

In addition to paying member dues (including late 2024-25 dues!) and providing officer contact information to FSPTA, you must take care of the following:

- ✓ **BYLAWS:** Bylaws need to be reviewed at least every 3 years and submitted to FSPTA through Givebacks for approval. If you need to do this, use the template here: <https://www.fspta.org/bylaws>.
- ✓ **FINANCIAL REVIEW (AUDIT):** All PTAs must conduct an annual financial review (due 10/30) and upload a copy into Givebacks. Refer to the [Free State PTA Financial Guide in the Finances section of our website](#) for a sample report.
- ✓ **INSURANCE:** Every PTA unit in Maryland must have insurance coverage through AIM. Enrollment forms were emailed to all PTAs. Coverage ended 6/30/25. See the [PTA Council website's Finances/Insurance section](#) for details.
- ✓ **IRS 990:** Every PTA must file annually by 11/15. If annual gross income was \$50,000 or less, you can submit the 990N e-postcard. Provide a copy of the 990 filing to FSPTA via Givebacks.
- ✓ **MARYLAND CHARITABLE SOLICITATIONS ACT UPDATE:** As a charitable organization soliciting in Maryland, your unit must file documents with the Office of the Secretary of State. Registration is required prior to the commencement of solicitations (for new units) and an annual update is required, due 12/30.
- ✓ **INCORPORATION/MARYLAND PERSONAL PROPERTY ANNUAL REPORT:** All local PTAs must be incorporated in Maryland. To maintain your incorporation status, a Personal Property Annual Report must be filed by April 15 each year if your PTA owns any property or not. Send a copy to FSPTA via Givebacks. Check your status at: <https://egov.maryland.gov/BusinessExpress/EntitySearch/Search>. If you're forfeited, contact us for assistance.
- ✓ **MANDATORY FINANCIAL TRAINING** for Presidents and Treasurers, offered at 9/25 general meeting and virtually from FSPTA.
- ✓ **MANDATORY BOARDSMANSHIP TRAINING** for Presidents and Treasurers, virtually from FSPTA.

For all shared documents, be sure to keep copies for yourself!

**FSPTA requires that PTAs submit SoA documents via Givebacks!**

Check your status here and get detailed info on fulfilling SoA requirements here: <https://bcptacouncil.org/pta-unit-compliance/>

## GIVEBACKS TRAINING!

Some units are doing great using this amazing membership management tool offered free of charge via Free State PTA; others are still trying to figure it out. We're working on having Givebacks offer training to PTA units and offering in-house training. Free State PTA will offer training as well.

Use Givebacks to upload Standards of Affiliation (SoA) documents, pay National PTA/Free State PTA dues (not mandatory since it involves electronic transfers), sell PTA items and memberships, fundraise, create a website, newsletter, or calendar, send member emails, etc. If you can't access your account, email [info@fspta.org](mailto:info@fspta.org).

Visit [www.givebacks.com](http://www.givebacks.com) for support – support representatives are very responsive and helpful!

**Stay tuned for more details on Givebacks training and support!**

### Council Dues: \$50 per Unit

Council dues are separate from Free State PTA and National PTA dues. PTA Council has no source of income and relies on Council dues to pay for the support we offer. We cannot fundraise and compete with local PTA units.

Invoices for Council dues will be emailed to all units and are due on 10/1/25. The form is also available here:

<https://bcptacouncil.org/resources/finances/council-dues>

### PTA: Who's Who?

School: Local PTA units are independent non-profits with state and federal requirements.

County: PTA Council is an all-volunteer support and training organization with no legal standing over units. Units pay Council Dues to be supported and represented by the Council, which does no fundraising. We represent local units as a stakeholder group at Board of Education meetings, on the School Board Nominating Commission, and on BCPS and County focus and work groups.

State: Units are chartered under Free State PTA (<http://www.fspta.org>)

National: Free State PTA is chartered under National PTA (<http://www.pta.org>)

PTA members are members of their local units, Free State PTA, and National PTA because they pay dues to all.

### Membership

FSPTA requires your unit to use Givebacks for entering compliance documents and info. If you choose, you can use Givebacks to sell memberships online, communicate with members, and have members print their own membership cards.



- Units track their own membership
- FSPTA does not send invoices

Contact Free State PTA at [info@fspta.org](mailto:info@fspta.org) if you need help. Givebacks support is also fantastic!

Member dues for each unit are decided upon at a board meeting. Different levels can be set (for example, \$10/member; \$6/staff member (to encourage the home-school partnership); and \$25/business membership). Just remember when setting your dues that:

- National PTA dues are \$3.25/member
- Free State PTA dues are \$2.00/member
- Each unit remits dues monthly in the amount of \$5.25/member to National PTA and Free State PTA. Use Givebacks or the form found at the link below.
- Units must pay late 2024-25 dues at the higher rate (\$5.25/member)

<https://www.fspta.org/membership>

Visit the Membership Section of the PTA Council website for info, tips, and sample easy-to-fill-out membership form (having a form is recommended): <http://www.bcptacouncil.org/resources/membership>

Visit [www.pta.org](http://www.pta.org) for Membership Campaign info.

[Membership Resources - Run Your PTA | National PTA](#)  
[Member Benefits - About PTA | National PTA](#)

## NEWS FROM NATIONAL PTA

From National PTA: We are pleased to announce that applications for grant funding from National PTA and our generous supporters are now open! Nearly \$1.2M in funding is available to PTAs/PTSAs in the areas of digital safety, STEM, healthy lifestyles, the arts, PTSA student engagement, membership and capacity building and more.

There are grant opportunities for all levels of PTA/PTSA, including local, district/council/region, state, community-based, special interest and special education. And, applying is easy with no grant-writing experience needed: just answer a few questions in our online portal. Head to [PTA.org/Grants](https://pta.org/grants) to learn more about available grants and apply now.

## Free State PTA Announcements

Visit the Free State PTA homepage ([www.fspta.org](https://www.fspta.org)) and scroll down to the Announcements section for details on:

- a new partnership to offer free financial literacy workshops to PTAs in Maryland
- the official release of four essential leadership guides:
  - **Boardsmanship Guide**
  - **Principal's Guide,**
  - **Nominations and Elections Guide**
  - **Secretary's Guide**

## BOARD BASICS

Your unit is a recognized corporation in Maryland and a recognized 501(c)3 charitable organization (non-profit) in the eyes of the IRS; you must abide by Maryland and IRS requirements – **see the [UNIT COMPLIANCE tab](#) on our website!**

- You run a business, the main goal of which is advocating for children and youth; you fundraise to achieve goals you set.
- 3:1 rule: 3 non-fundraising activities (educational or enrichment programs) for every 1 fundraiser; try to serve as many students as you can with your programs and be inclusive as you can.
- As a non-profit, remain non-partisan or you risk losing your tax-exempt status (don't endorse political candidates!). Also, don't get involved in school system personnel issues.
- Be a good steward of your unit's funds; expenditures should not be for personal gain, but for the good of the organization.
- When you advocate, don't counter National PTA, Free State PTA, or PTA Council positions. Ask if you're unsure.
- **BE VISIBLE to your community; ensure that your PTA is on your school's website with current contact and membership info (even if you use Givebacks to sell memberships, have a membership form available).**



## TRANSITION CHECKLIST

### Financial Review

- ✓ Review Committee should have been created at last Board of Directors' meeting of year; 3 people (usually PTA members) who did not have check-signing authority during fiscal year under review should take part
- ✓ Fiscal year-end was 6/30/25; meet after 7/1/25 once June bank statement has been received and reconciled
- ✓ Copy provided to Free State PTA by 10/31/25 via Givebacks
- ✓ Present review to your general membership

### Liability, Directors & Officers Insurance Through AIM:

- ✓ Coverage period July 1 to June 30

### Procedure Books

- ✓ Every Officer and Chair should maintain written records of duties, practices, and efforts for reference and to pass to their successor

### Accounts, Passwords, Combinations, Keys & Codes

- ✓ Email Accounts, social media/online tools

### Finances

- ✓ Bank Accounts
- ✓ Turn over checkbook and all Treasurer materials
- ✓ Go to bank together and change signers (may need election meeting minutes to prove identities of officers; ask bank what documents are needed)
- ✓ Cash box and night deposit bag and keys
- ✓ IRS e-file information

## PTA-COMMUNITY SCHOOL FACILITATORS MEET AND GREET

The Northwest and Southwest Area Community Schools, in collaboration with the PTA Council's Family, School, and Community Partnerships Committee and Parent University, are excited to announce the **inaugural PTA-Community School Facilitators Meet and Greet. This networking event will take place on Monday, September 29, 2025, from 5:30 to 7:00 PM at the Deer Park Middle Magnet Cultural Arts Center.**

Designed as a pilot initiative, the event aims to foster connections among BCPS families, educators, and community partners. Both new and returning Community School Facilitators, along with PTA and PTSA Presidents, are encouraged to attend to network, share resources, and enhance family engagement.

As seating is limited, further details will be provided soon. For more information and to secure your spot, please reach out to Monique Banks at [mbanks@bcps.org](mailto:mbanks@bcps.org) or Ramona Basilio at [partnerships@bcptacouncil.org](mailto:partnerships@bcptacouncil.org).

## Tips for Running Your Unit:

<https://bcptacouncil.org/tips-for-running-your-pta>

### **Local Leader's Annual Calendar:**

<https://bcptacouncil.org/pta-local-leaders-annual-calendar>

### **Free State PTA Guides:**

<https://www.fspta.org/resources-guides> (including Free State PTA Financial Guide)



## Reflections: 2025-26 Theme "I Belong!"

The Reflections arts competition is one of National PTA's signature programs. Every year, 300,000+ students in PreK through Grade 12 create original works of art in response to a student-selected theme. Students can have their work recognized at the PTA, County, State, and National levels!

This long-running program helps students explore their thoughts, feelings, and ideas, develop artistic literacy, and increase their confidence. Students submit entries in grade-appropriate divisions (Primary, Intermediate, Middle School, High School, and Accessible Arts) in the following categories: Dance Choreography, Film Production, Literature, Music Composition, Photography, and Visual Arts.

It's an amazing program – students and families LOVE it! Email PTA Council Reflections Committee Chair Jessica Roosth at [reflections@bcptacouncil.org](mailto:reflections@bcptacouncil.org) to let us know if you'll host a program this year. Your Reflections Chair/Committee will receive training and all documents they need from the kick-off to the celebration.

### UNIT COMPLIANCE: Check Your Status!

We know that running a unit (corporation/501(c)3 non-profit) is hard work and we're here to help! It's important to track your status in terms of Free State PTA Standards of Affiliation (SoA) requirements, Maryland corporate requirements, and IRS requirements.

Use the UNIT COMPLIANCE tab on the homepage of our website to help!

<https://bcptacouncil.org/pta-unit-compliance/>

### Connect with Other Leaders!

PTA Council is working on its plan to increase area outreach, support, and networking! You'll soon hear from a board member supporting your geographic area.

You can also connect with other PTA leaders by joining two Facebook groups:

- **PTA Local Leaders** (hosted by National PTA)
- **Baltimore County Local PTA Leaders**

Also watch our Facebook page, the Free State PTA Facebook page, and the National PTA Facebook page for information.

### NEWS REGARDING DELAWARE PTA GROUP EXEMPTION!

We hope many of you saw this email from Free State PTA (dated 6/18/2025)! It was sent to units who were having trouble filing their IRS form 990:

*"We have been working toward getting your IRS 990 filing issues resolved with the IRS. As of June 15th, you now appear on the IRS Exempt Organization Master Business File (Exempt Organizations Business Master File Extract (EO BMF) | Internal Revenue Service) under Delaware PTAs' group exemption #2155. This should mean that you are now able to file a 990 form. You may have received a letter from the IRS instructing you to file. In case you did not, we are asking you to attempt to file now for the 23-24 tax year. Once you have filed, please notify me and tell me if your filing was indeed accepted or not. If you need any help filing, please contact me."*

Stephanie Bowe

[stephanie.bowe@delawarepta.org](mailto:stephanie.bowe@delawarepta.org)

## PTA COUNCIL & FREE STATE PTA NEED OFFICER CONTACT INFORMATION FOR:

**President, VP(s), Secretary(ies), and Treasurer**

**Unit (School) Name ~ Position ~ Name ~ Email ~ Home Address ~ Phone**

Share with PTA Council: <https://bcptacouncil.org/officer-contact-information>

Share with Free State PTA by entering the information into your Givebacks account.

Sharing your Officer Contact Information is a Free State PTA Standards of Affiliation (SoA) requirement.



### 2025-26 PTA COUNCIL CALENDAR

#### General Meetings & Special Events

- September 25, 2025: Fall Training Workshops and General Meeting, 7pm, West Towson ES Cafetorium (doors open at 6:30pm)
- January 29, 2026: Virtual Meeting/Program, 7pm
- March 22, 2026: Reflections Ceremony, location TBA, 2-4pm
- March 26, 2026: Virtual Meeting, Slate of Officers Presentation, Health & Safety Program, 7pm
- April 30, 2026: Virtual Meeting, Elections, Program, 7pm
- June 8, 2026: Leadership Training, Scholarships and State Reflections Winners Presentations, location TBA, 7pm

#### Workshops & General Meeting:

Our annual Fall Officer Training Workshops and General Meeting, including Financial Training, will be held

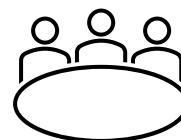
**Thursday, September 25th  
at 7pm (doors open at 6:30pm)  
at West Towson Elementary's  
Cafetorium**

Watch for an invitation and information soon.

Our website, [www.bcptacouncil.org](http://www.bcptacouncil.org), has presentations from past trainings, but attending this event will allow you to network, ask questions, and give feedback on what you need!

#### Board of Directors' Virtual Meetings

First Thursday of the month at 7pm (if interested in attending, please request a link):



- |               |              |
|---------------|--------------|
| • 2025:       | • 2026:      |
| ○ September 4 | ○ January 8  |
| ○ October 9   | ○ February 5 |
| ○ November 6  | ○ March 5    |
| ○ December 4  | ○ April 16   |
|               | ○ May 7      |
|               | ○ June 4     |



## PTA Council Leadership Contacts

President: Leslie Weber, [president@bcptacouncil.org](mailto:president@bcptacouncil.org)

Area VP Northwest Area: Ryan Coleman, [avpnwnc@bcptacouncil.org](mailto:avpnwnc@bcptacouncil.org)

Area VP Southeast Area: Will Feuer, [avpsenc@bcptacouncil.org](mailto:avpsenc@bcptacouncil.org)

Secretary: Andra Broadwater, [secretary@bcptacouncil.org](mailto:secretary@bcptacouncil.org)

Treasurer: Jayne Lee, [treasurer@bcptacouncil.org](mailto:treasurer@bcptacouncil.org)



### **Committees:**

Advocacy & Legislation: Beth Jarrett, [legislation@bcptacouncil.org](mailto:legislation@bcptacouncil.org)

Communications: Katie Fetchik, [communications@bcptacouncil.org](mailto:communications@bcptacouncil.org)

Extension: Emory Young, [extension@bcptacouncil.org](mailto:extension@bcptacouncil.org)

Family, School, and Community Partnerships (FSCP): Ramona Basilio, [partnerships@bcptacouncil.org](mailto:partnerships@bcptacouncil.org)

FSCP Multilingual Community Partnership: Edwin Perez, [eperez@bcps.org](mailto:eperez@bcps.org)

Health & Safety: Andra Broadwater, [health@bcptacouncil.org](mailto:health@bcptacouncil.org)

Nominating Committee: Beth Jarrett, [legislation@bcptacouncil.org](mailto:legislation@bcptacouncil.org)

Reflections: Jessica Roosth, [reflections@bcptacouncil.org](mailto:reflections@bcptacouncil.org)

### **Representatives:**

Baltimore County Student Councils: TBA

Baltimore County Public Schools: Sue Hahn, [shahn2@bcps.org](mailto:shahn2@bcps.org)

Teachers' Association of Baltimore County: Lloyd Allen, [lallen@mseane.org](mailto:lallen@mseane.org)

## *Contact Us!*



PTA Council of Baltimore County, Inc.  
c/o Sue Hahn, BCPS Office of Family and Community Engagement  
6901 N. Charles St., Greenwood Campus Building A  
Towson, Maryland 21204

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