Council-Level Reflections

Program Basics for the School Coordinator





Risa Ginther & Jennifer Perry, Texas PTA Arts in Education Liaisons

Melinda Samberson, Texas PTA VP Programs and Resources

Carrie Mays, Texas PTA Director of Programs and Resources

Melinda

Hello everyone! It's so good to see everyone! Today, we will be discussing the basic procedures for the Council PTA Reflections program.

If you are coordinating the program for your school district, you are at the Council level. If you are coordinating the program for your school's PTA, you are at the Local level. We will be hosting a Local Coordinator training tomorrow and that recording will be uploaded to the Texas PTA website for your reference.

I would like to take a moment to thank you for supporting Texas PTA and the countless volunteer hours you provide to bring PTA programs such as Reflections to the students on your campuses. Reflections would not be as successful, or the longest and oldest PTA program, without your support!



Melinda

Georgia O'Keeffe describes her Art as her language - "I found I could say things with color and shapes that I couldn't say any other way—things I had no words for.".

This is why the Reflections program is meaningful. The arts are critical to the learning process and partners in educating our children.

The Reflections program provides an opportunity for ALL students to explore and express themselves through the many facets of the arts.

You will find many Reflections entries showcased throughout this presentation from last year's program, including this one from Kassia Tan, a high schooler from Spring Branch ISD, and one of our outstanding interpretation winners.

Today you will learn



- The steps to leading your program for your Council and how to utilize the tools and resources to help make your program a success!
- How the PTA Reflections program supports student success and connects families and schools to one another and to their community.





Melinda

During this training, we will first focus on understanding and walking through Reflections. Our goal is that you will be confident in hosting the program as well as being able to field questions from your campus PTAs.

We will look at how Reflections can support student success outside of the program and how art connects families within their communities. Did you know that there is a free turn-key parent education program titled The Value of Arts Education: Why It's Important for Your Child. This is a benefit as a PTA. This program can be downloaded from the Texas PTA website and presented at one of your meetings for the families in your district or on your local campuses.

So moving on, we will first review the Texas PTA Mission Statement.

Texas PTA Mission Statement

Our Mission

To make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

Our Purposes

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

To raise the standards of home life;

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

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

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

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





Melinda

Keep in mind that we are PTA members who have committed ourselves to fulfill Texas and National PTA's Mission. We honor the values and fulfill the purposes by serving the role of a Reflections program coordinator.

Take a look at the words - no where in the mission is fundraising mentioned. We really want to make sure we are communicating who we are and what we do at every opportunity - as we introduce a program, do the reflections kickoff, celebrate our students, etc - this will help others understand why membership is so important. It makes our voice louder as we advocate.

The Reflections program promotes the welfare of children in schools and the collaboration and engagement of families and educators. Given the challenges of our time, investing in our children's mental and emotional well-being is crucial. Access to the Arts is more important than ever. The Reflections program provides a valuable opportunity to

do just that on your campus.

Alright, now it's time to hand the presentation over to your Arts in Ed Liaisons Risa Ginther and Jennifer Perry. Risa?



Founded in <u>1969</u> by then Colorado
PTA President, **Mary Lou Anderson**,
National PTA Reflections has encouraged

Millions of students to explore their artistic talents by giving positive recognition.

Risa introduction

Did you know the Reflections program is 55 years old?!

The program continues today as our cornerstone arts program to engage nearly 300,000 students in pre-k through twelfth grade each year – Reflections is one of the nation's oldest and largest student recognition programs in the arts. So, we should all be very proud to be a part of this great legacy!

Let's talk about the current theme for the year.

2024-2025 Reflections Program Theme







Accepting Imperfection, will be the the 2024-2025 Reflections theme!

Accepting Imperfection was suggested by a Texas student from Barbara Bush Middle School PTA in North East ISD! We are super excited for Paige and cannot wait to see how our Texas students interpret her theme!



Congratulations once again to Paige Opaska!



Risa

Before we discuss the Reflections program, let's take a look at how National PTA selects the theme that students center their Reflections entries around each year. They host a Nationwide Theme Search Contest and any student, Pre-K through twelfth grade is eligible to participate with no limit on how many themes they may suggest.

As you might already know, this year's theme is "Accepting Imperfection" Not only is this an amazing theme, but it was also suggested by a Texas student! Paige had this to say about what inspired her to suggest this theme; "I feel like Accepting Imperfection is especially relevant today with what we are exposed to through technology. I think we all need to take a step back and remember that imperfection is beautiful. (This theme is) a reminder to myself that mistakes are welcome because they are a part of being human. Our flaws are as much a part of us as our strengths, so being imperfect should be perfect enough for us."

National PTA Reflections Theme Search Contest



National PTA needs a creative theme for the 2026-2027 Reflections program year. The student who submits the winning theme suggestion will receive \$100, and their theme will be presented at the 129th Annual National PTA Convention in June 2025.

The deadline to submit a theme suggestions is November 5, 2024

Texas PTA will then select 5 themes to present to National PTA for consideration.



www.txpta.org/reflections-theme-search

Congratulations to the most resent winner of the Annual Theme Search Contest. Ben Morgan from Lewis and Clark Middle School PTSA in Idaho. The winning theme for 2025-2026 is I Belong!

As winner, Ben will receive \$100 from National PTA and his theme will be used to inspire hundreds of thousanch of artists across the nation as they participate in the PTA Reflections art program. Congratulations to Ben and Idaho State PTA on this achievement!

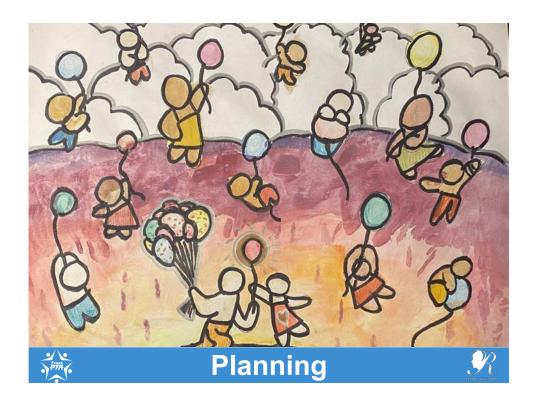


Risa

The National PTA theme search for the 2026-2027 school year has already started! This is another fun way for students to participate in Reflections. Texas PTA will select five themes to present to National PTA. This means this year's theme "Accepting Imperfection" was selected back in 2022. The student who submits the winning theme suggestion will receive \$100 and they will get to watch as thousands of students across the nation, create art centered around the theme they thought up!

The deadline for students to submit their theme suggestions is November 5, 2024. Please promote this great opportunity on your campus!

Does anyone have any questions about the Reflections Theme Search Contest?

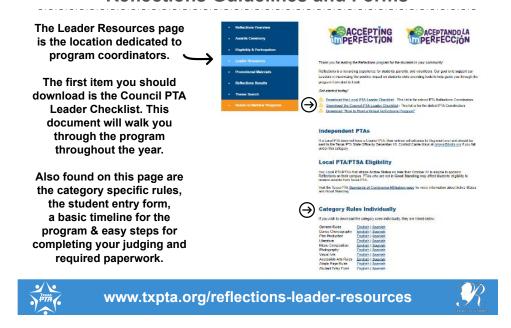


Risa

Now let's dive into the Reflections program itself! First things first, where do we find all of the materials?

I now would like to introduced Jennifer Perry. Jennifer serves as two local Reflections Chair in Lewisville ISD. She has joined the TEXA PTA Arts in Education Liaison team to share her expertise. Welcome, Jennifer!

Where to find the Texas Specific Reflections Guidelines and Forms



Jennifer

You will find Texas specific guidelines and forms in the Reflections area of the Texas PTA website. You should start on the Leader Resources page which is dedicated to program coordinators. From there you can toggle to the other pages on the menu.

Texas PTA has tailored the Reflections guidelines just a bit, so it is important to download from Texas PTA's website rather than the National PTA site. The main difference is that Texas PTA will only accept 2D entries in the visual arts category and National PTA has started allowing 3D entries. We have asked that National PTA separate the two formats as they are wildly different and hard to compare. Until then, we will continue to only accept entries in 2D.

If you do not wish to download all of the rules and forms to post on your own PTA's website, you can simply share the link to our Eligibility and Participation page. There, the Local PTA, or even the student and family can download a packet with everything included in one PDF.

Need posters, fliers or logos to promote your program? Visit the Promotional Materials page. We have some items created for you, or you are welcome to create your own!

What we will focus on today is the Council PTA Leader checklist which is the 2nd link at the top of the Leader Resources page.

Council PTA Coordinator Checklist



Jennifer

This checklist is a guide to help you prepare for Reflections, execute the program and advance your entries to the state level of judging. There are two different documents so you will want to ensure you have downloaded the one for Council Coordinators and not the one for Local Coordinators. The variance is that the Local document outlines procedures for the school PTA to advance their entries to you at the Council level. And the Council document outlines your procedures for advancing to Texas PTA. The procedures for each level are slightly different.

Program Eligibility

The Reflections Program is open to all Texas students who meet the necessary requirements.

If a student attends a school supported by a Local PTA:

- The student must participate in the program through their campus PTA.
- The student or at least one person from their household must join their campus PTA. The
 campus may determine a date by which the member must join the PTA.
- That Local PTA must attain Active Status no later than October 31 for that student to be eligible
 for state and national level Reflections judging.
- PTAs who are not in Good Standing by Spring, may affect students' eligibility to receive awards from Texas PTA.

If a student attends a Non-PTA school or is homeschooled:

- They must participate in the Reflections program through Lone Star Statewide PTA.
- The student or at least one person from their household must join Lone Star Statewide PTA through <u>www.joinpta.org</u> by October 31.
- There is a separate timeline for Lone Star Reflections. Any student wishing to participate should contact Texas PTA at programs@txpta.org for more details.



Visit txpta.org/standards-of-continuing-affiliation for more information about Active Status and Good Standing.



Jennifer

You will notice the first paragraph is about PTA eligibility. Hosting the Reflections program is a benefit for schools having a PTA on their campus. You will need to ensure that the PTAs in your district attain Active Status by October 31 to be eligible for state and national level Reflections judging.

To attain Active Status, a PTA must do the following by October 31:

- 1. Remit to Texas PTA state and national membership dues for at least 20 members.
- 2. Submit to Texas PTA the name and contact information of at least one current board member, preferably the President.

Local PTAs must comply with all of the following standards to remain in Good Standing with Texas PTA.

- 1. Maintain Active Status with Texas PTA.
- 2. Review Local PTA bylaws (and standing rules, if applicable) every three years and submit to Texas PTA for approval.

1. Each year, electronically file and have accepted by the IRS the "Form 990 Return of Organization Exempt from Income Tax".

If a PTA does not attain active status by the October 31 deadline, they are still eligible to host Reflections and participate at the Council level. But they would not be eligible to advance to state or national judging levels. It will be important to work closely with your Local Coordinators to check on the status of their PTA.

You will notice on this slide, that we do have a route for a student to participate in Reflections even though they do not attend a school supported by a PTA or are homeschooled. If you are approached by a family in this situation, please connect them with Carrie Mays at programs@txpta.org to receive deadlines and instructions. They will need to join Lone Star Statewide PTA by October 31 to participate.

Program Planning and Promotion



May - November

- Decide whether you will collect Reflections entries digitally, physically, or both digitally and physically.
 - $_{\odot}\;$ Establish contact with your Local PTA Reflections Coordinators.
 - o Provide them with your Council PTA deadline.
 - Support them with training and share ideas with new and seasoned coordinators.

November-December

Collect entries from your Local PTAs.

December-January 15

✓ Host a judging event and advance your entries to Texas PTA by January 15.

January - May

- Recognize the students who participated and promote any future plans for the program.
 - During this time, you may also introduce the next theme available on the Theme Search page in the Reflections area of the Texas PTA website at www.txpta.org/reflections-theme-search.





Jennifer

The next section lists a Reflections Timeline and there are a few things to consider when establishing your deadline. You will need to give Local PTAs enough time to promote and host the program at their school. The beginning of the year is extremely busy so the more time you can give your PTAs is best. Although, you will want to leave yourself time to organize and host a judging as well.

The Traditional Reflections Program Timeline is as follows:

- The student entry deadline at the Local level is typically near the end of October. Individual school PTAs will set their own due date to receive student entries. Texas PTA encourages Local PTAs to contact their Council PTA prior to determining their student entry deadline so they can set it at least 4 weeks prior to the Council deadline. This will give them ample time to collect, organize and judge the entries prior to advancing them to you at Council.
- The advancing entry deadline at the Council level is typically set

- for late November or early December. Council PTA Coordinators will set their own due date to receive entries advancing from their Local PTAs.
- Councils will advance their entries to Texas PTA on or before January 15th. Sometimes that date falls on a holiday or weekend. If that is the case, the deadline is moved to the next business day.
- Texas PTA will advancing entries to National PTA no later than March 1.

Once you set your deadline, you will need to communicate that with the Local PTAs as well as provide them with your contact information in case they have any questions. It is recommended that you reach out to the past and current Reflections coordinators you have on file and include the Presidents as well so they can forward the information on if needed. You will also need to confirm how you would like to receive the entries, digitally, physically or a hybrid of both formats. They can still choose a different format for their program, but what advances to you should be converted to what you requested. Your Council President should have contact information for your Local PTAs, but if you need assistance please contact Carrie Mays at programs@txpta.org.

National and Texas PTA's guide for How to Host a Virtual Reflections Program is available on the Leader Resources page. There are many great tips and ideas that will help you to organize your digital program

I do think that transitioning to a virtual program has widened our possibilities and helped to reach a larger audience.

- Most entries are already in a digital format, photos, literature, music, dance and film.
- Both Texas and National PTA are accepting digital signatures so student entry forms can be typed. This also eliminates the issue with deciphering young handwriting and forms that are hard to get a good scan or copy from.
- Digital judging can be conducted anywhere in the world. Simply make the entries and scorecard available and the judge can login

- to judge on their own schedule.
- Finally, both Texas and National PTA host a digital judging. So even if you are sending a physical entry, it will be converted to a digital entry for judging.

You will see that Reflections is somewhat a year-round program. Be sure to follow through and celebrate students as their entries progress through the different judging levels. Keep up the excitement with your Local PTAs and more students will want to participate the following year.

Texas PTA will release the next year's forms by the end of June. But you already know the next theme so you can immediately announce the theme and students can be working on their projects over the summer. If you set and communicate your deadline before school lets out for the year, your Local PTAs can plan their programs over the summer as well.

REFLECTIONS PROGRAM TIMELINE

Aug	Sept		Nov	Dec	Jan	Feb - May
Locals Plan & Promote Their Program!	Locals Promote Their Program!	Locals Promote Their Program!	Locals Quality Check	Local PTAs Advance Entries to Region/ Council		Council PTAs Return Non-Advancing Entries
Plan a Reflections Training for your Local PTAs	Plan something fun! Highlight Reflections celebrate during	Reflections during	Locals Host a Judging	Locals Return Non-Advancing Entries	Council PTAs Advance Entries to Texas PTA by Jan 15	Council PTAs Host Recognition Ceremonies
ocals Launch their program during Back to School		October is National Arts & Humanities Month	Thanksgiving	Councils Host a Judging	Local PTAs Host Recognition Ceremonies	State Award Ceremony
		Student Entries Due to Local PTAs		Holiday Break		

Jennifer

Here is a more visual example of the basic Reflections timeline.

Did you know that September and October both celebrate the arts?! We know that the arts impact more than children's creativity such as academic performance, their engagement in school, but my most favorite is by promoting problem solving skills. Utilize these annual celebrations to highlight your Reflections program and the students who participate.

Arts in Education Week is September 9-13. Encourage your PTAs to plan something centered around the arts for each day that week. You could even offer some examples to get the ball rolling. Be creative and think outside of the box. Ask the students to show their creative side. Make it fun and tie it back to the Reflections program.

October is National Arts in Humanities Month. It was established to raise awareness around what role arts and humanities play in our

communities and lives. Reflections can play an impactful role in a student and family's life, as well as their communities. This is another great opportunity to build a relationship with local organizations and businesses. Again, be creative and find ways to incorporate the arts into the school day without interrupting schedules too much or often. With anything, Local PTAs should speak with their principal about what they are planning to get approval first.

We would love to see what you come up with so please do share. If you are able, you could post on social media using the hashtags #ArtsinEducation or #PTAReflections.

Are there any questions on eligibility or the Reflections timeline?

Register as a Leader for Your PTA



Council Leaders

If you haven't done so already, add and update your 2024-2025 Council Leaders to the Council Executive Board Members roster.

Email Carrie Mays if you need the link.

Local Leaders

All positions including Committee leaders should register their contact information.

https://txpta.my.salesforcesites.com/OfficerIntake







Jennifer

There is a Council Leader Google Roster that you need to keep up to date each year with your contact information. The first few columns are specific roles including Arts in Ed/Reflections and to the far right there is space for other roles to list themselves if they didn't see their specific role. Texas PTA utilizes this list when we send communications as well as when a Local PTA contacts us needing help connecting with their Council. We will give them your email address, but you are welcome to give them your phone number if you wish.

You should also encourage your Local Leaders to register their position with Texas PTA. While we only require one board member to be on file, it is helpful if all positions are registered. Including those that may not be officially on the board. If they lead a committee such as Reflections, Arts in Ed, Healthy Lifestyles and Parent Ed, we utilize the contact list to send important communications and newsletters aimed at those leaders.

If there are PTAs within your district who have chosen not to host the Reflections program, it might be beneficial to reach out to them. You could first ensure they knew about the Reflections program and then find out what barriers could be preventing the PTA from embracing the program. Don't wait until the end of the program, try to get them engaged at the beginning of the school year. Even if they have a few entries, they can then build on that participation the following year.

Teamwork makes the dreamwork!

- ✓ Establish a timeline
- ✓ Create a committee

Divide up tasks, Roles include:

- Publicist
- Judging Coordinator
- · Computer Wiz
- Event Coordinator



- ✓ Communicate with other PTA leaders
- ✓ Network with other Reflections chairs
- ✓ Represent your PTA at statewide arts-related events





Jennifer

Now that we know the basic timeline, let's discuss your committee formation.

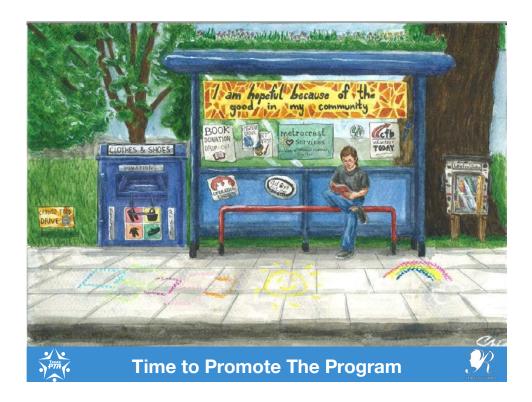
As the Coordinator, don't feel like you must be the person to complete every task. Ask other PTA volunteers or parents to help with hosting the program. Especially parents of students who are passionate about participating in the program. Their parents might be just as passionate about arts in education. You could also ask your Local Chairs to volunteer. Some will be excited to see the next step of the process and get a peek behind the curtain a bit.

Possible ways you could split-up the tasks are:

- Finding someone to be the publicist: This person could work with teachers, student leaders, and community partners to promote Reflections.
- Maybe you have a computer whiz on your board: They can help track student participation information and complete required

- paperwork such as the Advancing Entrant Spreadsheet.
- Ask someone to help be your judging Coordinator: They can recruit judges, collect artwork, and help host the judging event.
- Finally, you could use an awards specialist: They can help coordinate
 with community and school leaders to exhibit the entries, plan the
 awards ceremony, or ask local businesses to donate student prizes, etc.

Now that you have your team in place, make certain to communicate the plan and to keep in touch to ensure all of the required tasks are met by their deadlines. Also, don't forget to explain to any Local Chairs helping at the Council level the differences in the judging and advancement process so they know not to proceed as if they were at the Local level.



Risa

Now you are ready to start helping your Local PTAs with promoting their program!



Risa

Texas PTA has created a flier and poster in both English and Spanish that can be customized with the PTA's program information. They are also welcome to create their own materials. But the possibilities are endless when it comes to promoting the program.

They could host an art night to kick things off. Arts in Education Week in September would be a great week to do that! Maybe ask the art teacher or a local store if they can help provide some basic art supplies where students can create or start their entries while attending. Remind them to not forget the other categories as well. Maybe some of their parents, high school student groups or teachers can help introduce dancing, music, film, photography and literature.

Schools could host a Reflections booth at back-to-school night, a trunk or treat, an art supply swap, or arts day in the park with invited vendors and sponsors. You could also plan a district-wide event and invite the entire community to celebrate the arts!

Do any of your Local schools have a mascot, they could create a short film featuring their mascot introducing the program and its categories. Then post on their PTA's social media or showcase on the school's announcements.

If allowed, they should create a space in the school to advertise and distribute Reflections information. Getting the students involved to create a banner could be fun as well! Encourage students to explore looking at the theme from many different perspectives!

Utilize All Your Resources

Not all promotion has to be in person or large family events. So much can be done with virtual promotion as well!

- · Utilize social media and PTA newsletters
- · Offer a virtual master class with local artists
- · Form a virtual helpline on specific tasks
- Suggest Local Chairs ask to join a staff meeting to promote the program
- · They could ask the teachers to add the theme to their curriculum in some way



Risa

Utilize All Your Resources

Not all promotion has to be in person or large family events. So much can be done with virtual promotion as well!

Most PTAs probably have a social media feed that they could advertise on. Do they send newsletters? They should ask to include Reflections information.

One thing that came out of Covid was that students became more well versed at online classes and meetings. Maybe you could offer a virtual master class with local artists in specific areas such as drawing or painting techniques, storyboarding and writing, film recording, or dance methods?

You could form a virtual helpline on specific tasks such as organizing entries, the judging process, completing student entry forms or

preparing files for digital advancement.

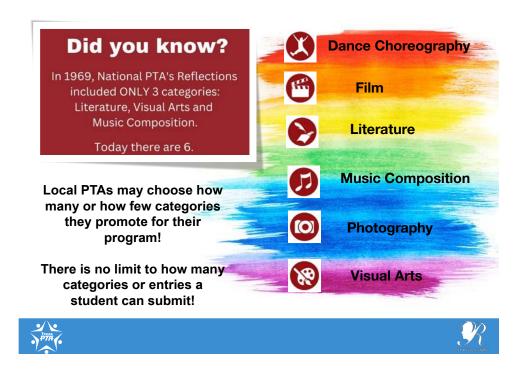
Probably the best way to get Reflections buy in, is to get the principals and teachers on board first. Local Chairs could ask to join a staff meeting before they plan their lesson plans for the year. They can promote the program and ask the teachers to add it to their curriculum in some way. This could be as a writing prompt, art, dance or music theme, etc. Here is an example of how that could work in your favor. For many districts, 4th graders focus on writing throughout the year. If they would use the Reflections theme as one of the writing prompts, you could end up with hundreds of literature entries district wide. Once the literature piece is written, the student would then have the option to submit into Reflections.

Look for other ways at the campus to tie things back to a Reflections promotion.



Risa

Before we dive into the Reflections program itself, does anyone have any questions about what we just learned?



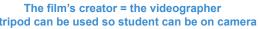
Risa

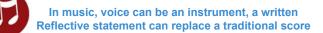
Did you know that when National PTA started the Reflections program, they only introduced three categories? The original program also did not include the special artist category. That was added in 2012 to provide accommodations for students with disabilities.

Today, there are six arts categories although a Local PTA has the option to customize their program by choosing how many arts categories they would like to include. If they are new, promoting all six categories might seem too daunting for them. But, if a student decided to enter a category they were not promoting, they should NOT discourage them from participating. They should collect the entry and move it along to you at the next level. If there is only one entry, they can advance it without judging.

The great thing about Reflections is its wide-open invitation for art expressions. Students are not limited to pick one category or limited on how many entries they can enter into each category.













Entry may be handwritten or typed, illustrated entries or books are allowed, only literary content is judged



Dance can be performed by one or a group, student choreographer does not have to be a dancer





Risa

Each category has an in–depth set of rules outlining what is acceptable and what would not be accepted. All entries must be new and inspired by the current theme. And each entry must be the work of one student only, group entries are not allowed.

While Reflections is structured like a contest, it is actually an arts program. The beauty of that, is that we do not have to disqualify entries if they strew away from the rules a bit. If there is time, please use that as a teaching moment and work with the student and/or Local Chair to get the entry back within the guidelines. If the student does not wish to make any changes, the entry can be judged as is and awarded but would not be eligible to advance to the next level of judging.

One item that National PTA added to the rules this year, is a better explanation about prohibiting the use of generative elements like algorithmic techniques and artificial intelligence when creating the entry. Although, a music composition can be created using digital technology

and/or software to develop, enhance and/or present an entry, it may not provide the primary design and/or concept. Entrants must provide a brief description of the tools and method, including any generative elements.

Photography or Visual Arts

Photographic Collage vs. Photomontage What is it? What category is it? Why?



<u>Photographic Collage</u> = many photo prints pasted on to a flat surface.



<u>Photomontages</u> = 1 seamless print of multiple original photos. Produced digitally using photo editing software.













Risa

What is the difference between a photographic collage and a photomontage?

A photography collage is made from pasting together multiple photographs, clippings or other pre-printed materials to create a whole new image. This type of artwork should be categorized as a visual arts entry.

A Photomontage is a seamless print of multiple original photos taken by the student. These photos should be combined and produced digitally using a photo editing software. This type of artwork should be categorized as a photography entry.

Are there any questions about the different categories?

Reflections Grade Divisions







Risa

Now let's look at how the program is divided into grade divisions.

Entries should be grouped into one of the five grade divisions for judging. If a school spans multiple divisions, each group should be judged separately.

One of the biggest changes that National PTA made this year is changing the name for the special artist division. Moving forward, the special artist division will be referred to as the accessible arts division. This change is in response to concern around the term "special," based on feedback gathered from participants, volunteers and partner non-profit organizations, and recognizes the importance of evolving how we talk about disability to align with and be more inclusive of people with disabilities.

The division-specific guidelines and student entry forms include updated language and the new title. However, the process and structure

of the division was not changed.

Stay tuned! This enhancement is part of larger, forthcoming update to the division that will debut in the future.

Accessible Arts Division

Primary
Grades Pre-K-2

Intermediate
Grades 3-5

Middle School
Grades 6-8

Spans All

Grades

High School Grades 9-12 • Students will qualify under the Americans with Disabilities Act (ADA)

 Qualification is verified with parent's signature. You should not ask for proof of disability

- Student may choose to enter under the accessible arts or the traditional grade division.
- Accommodations are allowed to assist in creating the entry (i.e. holding the camera, typing, use of adaptive technology, etc.)





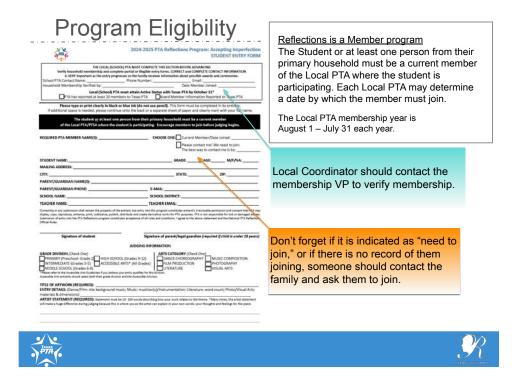
Risa

The National PTA accessible arts division is an option for students who identify as having a disability and may receive services under IDEA or ADA: Section 504 to have the opportunity and accommodations they may need in order to participate fully in the program. The division offers modified rules and guidelines to ensure that every student has the chance to be part of the Reflections program.

Qualification is verified with their parent's signature, and you should not ask for proof of disability. Although, if you believe that this was checked on the student entry form erroneously, you could first try to consult their teacher and if needed discuss the concern with the parent. We have on occasion received an entry at the state level under the accessible arts division that should not have been there and had to withdraw the entry at the last minute.

Students have the option to enter either the accessible arts division or through the traditional grade divisions. Although, they may only enter one or the other and not both. If they enter the traditional grade-level divisions, regardless of age, they may enter in the grade division most closely aligned to their support needs. If entering through the accessible arts division, students create their own artwork but may receive non-artistic accommodation and assistance from an adult. Students who enter through accessible arts will be recognized and awarded recognition as part of the accessible arts division.

Are there any questions about the accessible arts division?



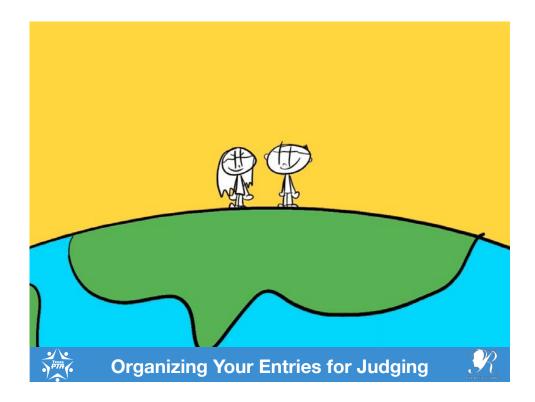
Risa

Student entry forms are required to accompany every Reflections entry. If you have chosen to create and utilize a Google form, it must ask all of the same questions and have the exact same wording, including asking for the signatures. A Google form can be very helpful in organizing your digital program. Although, any advancing entries should have the information transferred onto an official student entry form for the next level of judging. Since everything was typed to begin with, you may simply copy and paste everything over including the typed signatures.

All parts of the form are required. Entries will be judged primarily on how well the student uses his or her artistic vision to portray the theme. Many times, the title and artist statement will make a huge difference during judging because this is where the artist can explain in their own words, their thoughts and feelings for their piece. An explanation of the art form might also be a useful addition to the statement.

When Local PTAs are verifying membership, if they find that a student

or a family member still need to join, they should consider this as an opportunity for them to become an ambassador for their PTA and invite the family to become a member. And if the family indicated that they need to join, ensure your Local PTAs don't forget to circle back and assist them with joining.



Risa

The judging process is used to determine which student entries will advance to the next round of judging and to award other recognition.

We will review the judging process including how to organize artwork and support your team of judges, as well as recommendations on how to rank scores and assign awards.

Entry Collection

- Communicate the Council deadline multiple times in a variety of ways.
- Determine how Local PTAs will submit entries (inter-school mail, central location, digitally or another method).
- ✔ Verify all entries meet the membership requirement.
- ✓ Verification must be noted at top of the student entry form prior to advancing to the next level of judging.











Jennifer

Decide how you plan to collect the entries at the beginning of the planning process. Whether that is a centralized drop-off location like the library or through inter-school. If you are planning to collect digital entries, go ahead and set-up the folder or form. You want to be ready as soon as a PTA has entries ready to hand over. Communicate the collection plan along with the deadline so that they go hand in hand.

Once you start receiving entries, take a moment to verify the student entry form is complete and that the entry follows the guidelines. If you have enough time, try to work with those PTAs and students that may have misinterpreted the rules. Also make sure that each entry has a title and artist statement and educate any students that may want to skip this step.

Prepare Entries for Judges' Review **Blind Judging** Collect entries and Consider using a organize by arts category numbering system during and grade division judging instead of student names JUDGING INFORMATION GRADE DIVISION (Check One) ARTS CATEGORY (Check One) PRIMARY (Preschool- Grade 2) HIGH SCHOOL (Grades 9-12) INTERMEDIATE (Grades 3-5) ACCESSIBLE ARTS* (All Grades) DANCE CHOREOGRAPHY MUSIC COMPOSITION FILM PRODUCTION PHOTOGRAPHY PHOTOGRAPHY VISUAL ARTS LITERATURE MIDDLE SCHOOL (Grades 6-8) TITLE OF ARTWORK (REQUIRED): ENTRY DETAILS: (Dance/Film: cite background music; Music: musician(s)/instrumentation; Literature: word count; Photo/Visual Arts: ARTIST STATEMENT (REQUIRED): Statement must be 10-100 words describing how your work relates to the theme. "Many times, the artist statement Il make a huge difference during judging because this is where you as the artist can explain in your own words, your thoughts and feelings for the piece.

Jennifer

Utilize the student entry form to organize your entries.

Beyond the Local PTA level, blind judging will need to occur only if there is a chance that the judges may know a student. In most situations, judges at the Council PTA level should be able to use the original materials for judging. Although, if you would like to keep your judging as impartial as possible, you can omit the student information when judging digitally and use a numbering system instead. If judging physically, you could simply fold the form in half to only show the pertinent information. Please remember to unfold the forms before advancing your entries.

Before we discuss how we find judges, are there any questions about entry collection and organization?

Local PTA Reflections Participation Summary

- Ensure your Local PTAs have completed their Participation Summary
- They will need to enter their information on the Advancing Entrants Spreadsheet to upload into the summary form.
- When they submit their Participation Summary, their information and advancing spreadsheet will automatically be sent to you at Council.
- You can gather all of the spreadsheets from your Local PTAs and combine them to create your master Council Reflections list.
- This form will provide Texas PTA with the number of students participating each year.





www.txpta.org/reflections-leader-resources



Jennifer

When a Local PTA is done with judging, they are ready to complete the required Local PTA Reflections Participation Summary. This form will not only help Texas PTA keep track of how many students have participated in the program throughout the year, but it will also automatically email their advancing information to you at Council. They will need to ensure they are completing the form for Local PTAs and not the Council form.

The link can be found on the Leader Resources page near the bottom under Reflections Judging in Eight Easy Steps. First they should download an Advancing Entry Spreadsheet and add the student information for only the advancing students. If they have already utilized the spreadsheet to keep track of all their entries, they will need to make a new file that only includes the advancing entries.

When they complete the online summary, one of the required items is to upload their Advancing Entry Spreadsheet and include your name and email address. This is how the form will automatically send you their information.

There is also a question asking for the number of students enrolled at

their school. This doesn't have to be an official most up to date number, but we ask that they do their best so we can better see the reach of the program.

Recruit Volunteer Judges

Start early by identifying local artist, cultural organizations and businesses in your community that might be able to assist.



- ✓ If a judge has already volunteered at the school level, they can judge at the Council level but should not judge the same category and/or age group.
- ✓ Make a team of 2 or more judges for each arts category. Although a judge may assist with multiple categories.
- Recruit artists with formal training and experience to increase the credibility of your program. But you will need to ensure they keep in mind they are judging artwork from students of all ages and that this is a program to promote the arts and not a contest.
- ✓ You will find judging procedures on the Leader Resources page to assist with recruiting judges, a judging rubric and assigning awards.





Jennifer

Start looking for judges now. To determine the number of judges needed, consider the number of entries received, the number of arts categories and the type of entries being judged. When it comes to finding the right judges, be sure to have someone who has interest and knowledge of the category but remember, that the Reflections program is not a contest. So, it will be important to find someone that understands a kid's point of view and that interpretation of the theme is more important than technique.

If a judge is connected to a student participant, or would know a student's work despite blind judging, the judge should remove him or herself from the judging process for the affected arts category(ies) to prevent a conflict of interest. Teachers from the host school may know student work and/or have a conflict of interest in judging, so it is better to invite teachers from another school that offers the Reflections Program.

Consider hosting your judging digitally. If you used Google Forms or Google Drive for collection, consider creating a Google Sheet that includes the student's title of work, artist statement and a link to the digital entry. Judges can utilize a digital scorecard and judge on their own time. Or use a streaming service like Zoom to try live judging with breakout rooms to provide judges with a private "space" to review the pieces in their respective categories.

Judging Guidelines & Score Cards

| Now closely the piece relates to the theme, based on the artwork itself and the artist statement | How creative and original the piece is in its conception of the theme and its presentation | How creative and original the piece is in its conception of the theme and its presentation | The level of skill demonstrated in the basic principles/techniques of the arts area | 8 pts

Entries primarily judged on the interpretation of the theme

	Judging Score Card							Theme:
	Judge's Name							
	Student Name (numbering system if no names)	Arts Category	Age Group	Title of Work	Interpretation of Theme (Max 20 pts)	Artistic Merit & Creativity (Max 12 pts)	Mastery of Medium (Max 8 pts)	Total Score (Max 40 pts)
1	John Smith	Dance Choreography	Primary	Sample	15	9	7	31
2	Jane Smith	Film Production	Intermediate	Sample	16	7	5	28
3	Jake Smith	Literature	Middle Junior	Sample	17	10	8	35
4	106	Musical Composition	Senior	Sample	18	12	8	38
5	107	Photography	Special Artist	Sample	20	10	8	38
6	108	Visual Arts		Sample	10	9	7	26





Jennifer

All arts categories and grade divisions must be judged separately, except for the accessible arts division. When selecting an accessible arts entry to advance, all grades should be grouped together within an arts category. Council PTAs are to advance one entry per group for a total of 30 entries sent to Texas PTA. Substitutions may not be made when advancing entries. If an arts category does not have an entry to advance, it may not be compensated by sending an extra entry from another arts category.

Any questions on how to divide your entries into judging groups?

Entries should be judged on artistic merit, creativity, mastery of the medium, and interpretation of the theme. Mastery of the medium in the context of the Reflections program pertains to the level of skill the student demonstrates in the basic principles and techniques of the arts area. However, a well-developed concept is more important than technique. Entries should be judged primarily on how well the student

uses his or her artistic vision to portray the theme.

These charts offer a basic judging rubric to use in evaluating entries and a sample judging scorecard. With this rubric, each entry would have a total of no more than 40 possible points from each judge. Have judges record their points for each entry on a scorecard. Add the points from each judge and rank the artwork accordingly. If two entries are tied, the entry with the greater score for interpretation of theme receives higher recognition. If that does not resolve the tie, the judges will need to make a decision on the awards.

Chart of Award Levels

Overall Award of Excellence	These entries are the top entries in each arts category and grade division, and will be the entries that advance to Texas PTA.	Maximum of 30 Entries
Award of Excellence	These entries are excellent interpretations of the Reflections theme, exceptionally creative, and executed extremely well.	Amount is up to you, or traditionally 10%
Award of Merit	These entries are very good interpretations of the Reflections theme, very creative, and executed very well.	Amount is up to you, or traditionally 15%
Honorable Mention	These entries are good interpretations of the Reflections theme, are creative, and executed nicely.	Amount is up to you, or traditionally 25%.
Participation	Every student entry should be recognized for the student having thought about the theme and trying their best to create an entry that interprets it. Your PTA can also choose to award every student with the top three awards and not use the participation designation.	All students not awarded





Jennifer

Most Council PTAs use the following award hierarchy, with the overall award of excellence advancing to state level. We use these award levels instead of 1st, 2nd, and 3rd so that we can recognize more students.

Some PTAs have also chosen to eliminate the participation level so that every student receives an award. You are welcome to determine different percentages for each award than what is suggested. Do what works best for your PTA. As long as one entry from each arts category and age group are advanced and all students receive recognition of some kind, there is no wrong way to celebrate your students!

Council PTA/Regional Results Summary

- Found on the Leader Resources page under the header Reflections Judging in Eight Easy Steps
- This form will be available in December so Local PTAs don't accidentally submit the wrong participation summary.
- It is mandatory that all students advancing to state-level judging be entered into this platform.
- You should allow 20-30 minutes to complete this form. You will be asked to create a login so that you can return later to complete the form if needed. Once you submit the form, to make additional edits please email programs@txpta.org.





www.txpta.org/reflections-leader-resources



Jennifer

When you are done with judging, and ready to advance your entries, you will need to complete the required Council PTA/Regional Results Summary. You will find it linked on the Leader Resources page near the bottom under Reflections Judging in Eight Easy Steps. Please ensure you are completing the form for Council PTAs and not the Local form. The Council form will not be available until December to prevent Local PTAs from choosing the incorrect form.

While completing the form, you should be prepared to enter basic student information that can be found on the Student Entry Form. It will also ask you to provide the Required PTA Member Name for each advancing student. Please ensure the top box of the student entry form is complete prior to advancing the entry.

For each advancing student, you will be asked to provide a parent email address. Upon completion, an automated email will be sent to the parents to congratulate the student on advancing to state-level judging. Parents will then be asked to provide updated contact information by submitting the Advancing Student Confirmation form. The Local PTA Reflections Chair will also receive a notification email.

Important note: If an entry does not include a parent email address, please enter your own. This will allow you to receive the link to the Advancing Student Confirmation form that can then be forwarded to the parent or teacher at a later date. You will need to track down the family's email address and update Texas PTA as soon as possible.

Advancing Your Entries

- ✓ The state deadline is January 15th by 5:00 pm.
- ✓ If Advancing Digital Entries Include student name, category, and age group in file names. Upload entries, student entry form and supporting documents directly to Texas PTA's Google Drive folder. Link available on Checklist.
- ✓ If advancing physically Package entries according to the guidelines and deliver them to Texas PTA at 408 W 11th Street, Ste 300, Austin, TX 78701.







Jennifer

Texas PTA's annual Reflections deadline is January 15th by 5:00 pm. If that happens to fall on a weekend or holiday, then the deadline will be the next business day.

If you are advancing digital entries – please include the student's name, category and age group in the file names. Abbreviations are allowed. Each entry will need to be accompanied by an electronic version of their student entry form and and any other supporting documents. Ensure that middle and high school music composition entries also include a digital copy of the music score. Please take care to get clear and legible copies of the entries and forms. This is how they will be represented during judging so it will be important to have a high quality copy of the student's work.

If advancing physical entries – there are package specifications on the entry guidelines. You will only need to do this for the advancing entries. Then you can ship or hand deliver your box to the office. Please provide a box that Texas PTA can utilize when shipping your entries back. The office is open for deliveries Monday - Thursday from 8am - 5pm. There is a Texas PTA call button next to the door. Press the button and let the staff member know that you are dropping off Reflections. You can either

leave them in the lobby for me to collect or wait for someone to meet you in the lobby.

Please note that both Texas and National PTA host digital judgings. So even if you send us a physical entry, it will be digitized for judging.

Phew.... Finally, you are starting to see the light at the end of a busy five-month tunnel, it's time to celebrate!

Are there any questions before we move forward?



Jennifer

Now is your chance to be creative too! Try to think of some new ways to celebrate and recognize your participants this year. Celebrating offers positive recognition and encouragement for students to feel more confident and engaged in their own learning. Celebration events also provide your PTA with an opportunity to engage all families and connect with the greater school-community.



Jennifer

Recognize! Recognize! Recognize all participating students in as many ways as possible – Public announcements, school events, community-wide events, PTA Meetings, School Board or City Council Meetings, etc. This will help with participation and support for Reflections the following year!

Keep the Excitement Going! – Exhibit entries around the district or at local businesses to promote participation in the program. Protect student privacy by temporarily removing the Student Entry Form and replacing with basic information while on display.

You can choose to go with traditional awards, trophies or ribbons, but you could also think outside of the box. You could create an art prize pack or a gift of some kind. Maybe you have a local business that would like to donate gifts and/or coupons to the students. Your awards can be as creative as the program itself!

Recognize Partners and Volunteers

- Students leaders
- PTA and community volunteers
- School personnel
- Judges
- Community partners







Jennifer

Don't forget to thank those who helped make Reflections a success. Not only the students who entered, but also the students who helped to promote or administer the program.

Give a shout out to your PTA and community volunteers for lending their time and talents.

Thank your school personnel for including the program in their curriculums and most likely helping their students with their entries.

Huge props go to the judges for making the really tough awards decisions. If you still hold in person judging you could consider hosting a meal for the judges during a judging event.

Did you have community partners donate prizes or exhibit space? Make sure everyone knows about all these great deeds and who all came together to support your PTA.

Return Student Artwork

Did you collect physical Reflections entries? Make sure it is returned to the student in a timely manner.











Jennifer

If you collected and advanced physical entries to the next level of judging, the entries may be returned to you at different times of the year. Return all artwork prior to the end of the school year as some students graduate, move to another school, another city, or out-of-state. Texas PTA will return all physical entries to Councils in April.

They have not done so since 2020, but if National PTA were to decide to hold a physical exhibit, awarded photography and visual arts entries may be on display for 1-3 years. National PTA would return those entries following the close of any exhibits.

While each level makes every attempt to return entries to the student in the same shape it was submitted, entries that advance throughout the levels may deteriorate or could be lost in shipping. This is another great argument to transition to a virtual program!

Evaluate Your Program







- ✓ Collect feedback from your team
- ✓ Share with your PTA President and/or New Reflections Chair
- ✓ Utilize a free tool such as survey monkey, google survey, etc.





Jennifer

Now that you have hosted the program, be sure to pass along any knowledge, tips and tools that helped along the way. Take what you learned and improve your processes each year so that the program best suits your school, PTA and families. Your program should only get better by reflecting on what went well and what can be improved.

Get ready for the next year! The 2025-2026 theme is "I Belong!" This theme was submitted into last year's Reflections Theme Search Contest by Ben Morgan from Lewis and Clark Middle School PTSA in Idaho.



Risa

Did you know that your PTA can do so much more by hosting the Reflections program in your district and at your campuses?



Step 1. Local PTAs Enroll and Get Started (May 1 – Oct. 15)

Gather and

Step 2. Gather and Analyze Community Feedback (August – Dec. 1)

and Check Back

With Your

- **Step 3.** Build an Excellence Action Plan and Check Back with Their Community (*November May*)
- **Step 4.** Reflect On and Summarize Progress (May 1 June 15)
- **Step 5.** Celebrate Their Excellence (Aug.)

October

Enroll and



www.pta.org/home/programs/National-PTA-School-of-Excellence



Risa

The Reflections program also fits within the National PTA's School of Excellence program action plan.

Over 40 years of research shows increased family engagement is linked to school improvement and student achievement. By enrolling in this program, your Local PTAs and their school administrators are making a year-long commitment in identifying and implementing an action plan for school improvement.

The program aims to:

- Provide a framework for PTAs to easily identify and implement best practices in family engagement.
- Build inclusive and welcoming school communities where all families can contribute to enriching the educational experience and overall well-being for all students.
- Help PTAs attract new, action-oriented PTA members who want to focus on the issues that affect our children the most.

- Provide step-by-step guidance and networking opportunities for PTAs to gain support and feedback.
- Celebrate awardees as national leaders in building effective family-school partnerships.

I encourage you to read more on the National PTA website and consider if this is something your Local PTA campuses might be interested in pursuing.

Celebrating Diversity, Equity, and Inclusion in the Arts



- Diversity and inclusion in art enhances the artistic experience for both artists and audiences.
- When we engage with art that reflects diverse perspectives, we see new ideas, cultures, and ways of thinking.
- This exposure broadens our understanding of the world and celebrates other cultures through their art.





Risa

Here is one reason why the Reflections Program is a meaningful addition.

Art isn't just a way to express ourselves; it's a bridge that connects us. It allows us to understand, appreciate, and respect both the differences and similarities among people from various backgrounds or unique physical abilities. Moreover, it inspires us to create artworks reflecting our identity, emotions, and worldview. Reflections fosters art that can be a powerful tool and can help us learn from and engage with other families in a respectful and meaningful manner.

PTA believes that celebrating diversity, equity and inclusion should be done with intention and with best practices in mind, and we believe that Reflections provides an opportunity to do just that.

Texas PTA Connect Programs

The Value of Arts Education: Why It's Important for Your Child

Free and downloadable, ready to present!

- A fifteen minute video of Jenny Parry, Director of Programs for the Texas Cultural Trust, discussing the importance of the arts in education and development of our children
- Tips for facilitating a discussion following the video presentation with optional activities and links.
- Useful handouts in English and Spanish.
- More Resources:
 - · Parentsforartseducation.org
 - · Education.com/activities





https://www.txpta.org/connect-programs



Risa

We've said it already, but it is worth repeating. One of the biggest factors in student success is an engaged and supportive family, school, and community environment. Texas PTA's Connect programs help educate and empower school communities through video presentations from subject matter experts, handouts, and materials about the most pressing issues facing our kids.

Current PTA members can choose from a dozen Connect programs to download with everything needed to host a family engagement night, webinar, or PTA meeting about issues like the value of arts in education. But also important topics like mental wellness, vaping, financial literacy, and school safety.

All Connect programs come with a one-page guide, including a Facilitator Guide, suggested discussion questions, and optional activities. And most materials are available in English and Spanish.

PTA leaders are encouraged to invite the principal, assistant principal, school counselor, and/or school nurse to attend and participate as applicable. They can add information about district or campus programs and resources and help answer questions parents might have.



Why is the Reflections program important to your PTAs? We would love to hear about the unique way the program enhances the lives of your students.

programs@txpta.org artsined@txpta.org

Risa Ginther & Jennifer Perry, Texas PTA Arts in Ed Liaisons Carrie Mays, Texas PTA Director of Programs & Resources Melinda Samberson, Texas PTA VP Programs & Resources



www.txpta.org/Reflections



Risa

Before we close out this training session, are there any other questions we can answer?

Thank you for joining us today and for stepping-up to be a leader for your PTA!

If you have any questions throughout the year, we are here to help! You can reach Carrie Mays at programs@txpta.org or you can reach all four of us at artsined@txpta.org.

We look forward to seeing all the creative ways your students will interpret this year's theme!