PTA Reflections Leader Training (v1.5)

Overview

2.1 Start the Arts!

2.3 Did You Know?
2.3 Oldest & Largest Layer (Slide Layer)

2.3 Student Success Layer (Slide Layer)

2.3 Family Engagement Layer (Slide Layer)
2.4 Start Your Program Today!

Register your PTA's Reflections program according to your State PTA instructions. Don't have an active PTA/PTSA affiliate? Contact National PTA at info@pta.org or (800)367-4782 and we will help you get your program underway.

Looking for additional opportunities for PTA involvement in the arts?

Encourage students to participate in the Theme Search Contest!

Apply for a Mary Lou Anderson Arts Enhancement Grant!

Explore other National PTA Arts in Education resources!

3.1 Organize and Plan Your Program

Determine which arts categories and divisions your PTA will offer:

- Arts Categories include: Dance Choreography, Film Production, Literature, Music Composition, Photography, and Visual Arts.
- Divisions include: Primary (Grades Pre-K-2), Intermediate (Grades 3-5), Middle School (Grades 6-8), High School (Grades 9-12) and Special Artist (All Grades) for students with disability.

New program leaders may consider getting started with one or more arts category and division. In order to advance to the next page, click on each arts category to learn more.
dance choreography (Slide Layer)

Determine which arts categories and divisions your PTA will offer.
- Arts Categories include: Dance Choreography, Film Production, Literature, Music Composition, Photography, and Visual Arts.

- Divisions include: Primary (Grades Pre-K-2), Intermediate (Grades 3-5), Middle School (Grades 6-8), High School

DANCE CHOREOGRAPHY is the art of creating movement. The choreographer (student submitting entry) may be the performer or one of the performers, but the choreographer does not have to perform in the entry.

Next page; click on each arts category to learn more.

film production (Slide Layer)

Determine which arts categories and divisions your PTA will offer.
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FILM PRODUCTION is the process of making a film. The producer (student submitting the entry) is not required to appear in the film but if the student chooses to, a camera tripod may be used. All screenwriting, directing, camerafiling and editing must be done by the student producer.

Next page; click on each arts category to learn more.

literature (Slide Layer)

Determine which arts categories and divisions your PTA will offer.
- Arts Categories include: Dance Choreography, Film Production, Literature, Music Composition, Photography, and Visual Arts.

LITERATURE is the art of writing. The author (student submitting entry) is a person who expresses their own thoughts and ideas through the use of words. Authors submit a single literary work, handwritten or typed, using grade-appropriate grammar, punctuation and spelling.

Next page; click on each arts category to learn more.
music composition (Slide Layer)

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MUSIC COMPOSITION is the process of creating a new piece of music. The composer (student submitting entry) is a person who expresses their own thoughts and ideas through the use of sound. The student composer may submit an entry performed by an individual or group and/or make use of a sound library generated performance of a composed score. Student composers are not required to perform their composition. Middle and high school grade divisions require music score/tablature/notation, either traditional or abbreiviated.

photography (Slide Layer)

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PHOTOGRAPHY is the process of creating an image. The photographer (student submitting entry) is a person who captures their own thoughts and ideas with a camera. By focusing on objects using various lenses, filters and light sources, photographers may demonstrate the use of photographic techniques conventionally or digitally.

visual arts (Slide Layer)

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VISUAL ARTS include many art forms that are visual in nature. The artist (student submitting entry) is a person who captures their own thoughts and ideas to create a visual piece of art. Accepted forms include both 2D and 3D works such as ceramics, collages, drawing, painting, sculpture, etc.
Special Arts Division (Slide Layer)

3.4 Administering Reflections Program

3.5 Recruit Volunteers
3.6 Recruit Volunteers

Recruiting a PTA Reflections Committee

Consider parents, student leaders and school staff as well as community partners.

Announce planning meetings, ask school leaders to make recommendations and extend personal invitations.

Assign specific tasks to volunteers without requiring their attendance at planning meetings (i.e. assist with collecting entries/judging/celebration event).

Provide smooth transitions from year to year by recruiting a Co-Chair to follow in your footsteps.

3.7 Recruit Volunteers

Recruiting Experienced Volunteer Judges

Consider all professionals with demonstrated skill in the literary, visual or performing arts.

Examples:
- Community College Language Arts Professor
- Newspaper Editor
- Design Film Graphic Designer
- Art Gallery Director
- Museum Curator
- Symphony Conductor
- Community Teaching Artist
- Community official
- School leader who studied the arts

4.1 Promote Reflections to Students, School Personnel and the Community

Promote Reflections to School Community

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4.3 Introducing PTA Reflections

Consider different messages when introducing PTA Reflections.

4.4 Promote Reflections to the Whole School Community

Promote Reflections to the Whole School-Community.

Click below to discover ideas on how to reach your target audiences.

- Students and Families
- Teachers and Administrators
- Community

Visit Reflections Toolkit to download and print customizable posters and flyers.

Students and Families (Slide Layer)

Promote Reflections to the Whole School-Community.

Click below to discover ideas on how to reach your target audiences.

- Students and Families

Host an assembly to introduce arts categories; Provide morning announcements; Hang posters and flyers; Post info on websites; Post a blog/newsletter article; Use Facebook/Twitter; Appoint student leaders.

Visit Reflections Toolkit to download and print customizable posters and flyers.
4.5 Encourage All Student to Participate

Encourage all students to participate including those with disability

The Special Artist Division offers modified rules and guidelines to ensure that every student has the chance to be part of the National PTA Reflections® program.

Students who identify as having a disability have two ways to enter:

1. **Enter in Special Artist Division** to receive recognition and assistance from an adult. Students are recognized and awarded prizes as part of the Special Artist Division.

2. **Enter in grade division** most closely aligned to the student’s functional abilities. Students are recognized and awarded prizes as part of the general student population without regard to special needs or challenges.

Check with your State PTA regarding availability.
4.6 Encourage All Student to Participate

Allowable (Slide Layer)

Not Allowable (Slide Layer)
4.7 Prepare & Distribute Program Materials

Encourage all students to participate including those with disability.

The Special Artist Division offers modified rules and guidelines to ensure that every student has the chance to be part of the National PTA Reflections® program.

Students who identify as having a disability have two ways to enter:

1. **Enter in Special Artist Division** to receive non-artistic accommodation and assistance from an adult. Students are recognized and awarded prizes as part of the Special Artist Division.

2. **Enter in grade division** most closely aligned to the student’s functional abilities. Students are recognized and awarded prizes as part of the general student population without regard to special needs or challenges.

Check with your State PTA regarding availability.

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**non-artistic accommodation (Slide Layer)**

Special Artists should follow the general rules and guidelines outlined in the Arts Category Rules. The accommodation, in general, should be both specific and limited to the student’s disability.

**Allowable Accommodation:** Given the diverse

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4.8 Prepare & Distribute Program Materials

Prepare & Distribute Program Materials:

1. **Distribute Official Program Rules and Student Entry Form**

2. **Include submission instructions and deadline**

Visit Reflections Toolkit for national rules and promotional materials.
5.1 Organize Artwork for Judging

5.3 Program Rules and Student Ineligibility

Best Practices for Organizing Artwork for Judging

Step #1
Familiarize yourself with program rules for each arts category provided by your State PTA. Then review entries for qualification. Visit PTA Reflections Toolkit to reference rules for national-level qualification.

Step #2
If necessary, address student ineligibility. To learn more about common reasons for ineligibility and how to address it, please refer to your local Reflections leader’s program guide provided by your State PTA.

5.4 Judging Artwork

JUDGING ARTWORK

1. Conduct blind judging.
2. Provide instructions, judging guidelines and score card to your judges.
3. Assign awards to all qualifying entries. Samples and templates are available at Reflections Toolkit.

Explore the following criteria:

- Interpretation of Theme - 30 p.
- Use of Medium - 10 p.
Mastery of Medium (Slide Layer)

6.2 Ideas for Recognizing Students

6.3 Ideas for Recognizing Students
Judging Rubric (Slide Layer)

- Host a PTA Reflections Celebration event
- Showcase student work at PTA, school board, and City Council meetings

The following is a simple judging rubric your PTA may find helpful in evaluating, selecting and assigning awards:
- Interpretation of Theme: How closely the artwork communicates the theme, based on the artwork itself and the artist’s statement
- Artistic Merit/Creativity: How creative and original the artwork is in its conception of the theme and its presentation
- Mastery of Medium: The level of skill demonstrated in the chosen medium

Blind Judging (Slide Layer)

- Host a PTA Reflections Celebration event
- Showcase student work at PTA, school board, and City Council meetings

It is important to conduct blind judging - where judges do not see the artist names - in situations where judges may know a student. You may reference your local Leaders Guide for examples and tips regarding blind judging.

Outstanding Interp Award (Slide Layer)

- Video of the best performance of the year

Outstanding Interpretation Awards
1 per art category and special artists division

- An expense-paid trip for student honoree and one adult to the National PTA Convention
- $1000 Young Artist Scholarship
- Gold Reflections Medallion
- Outstanding Interpretation Award Certificate
- Recognition in the traveling art exhibit and online gallery
- $250 Outstanding Local PTA Award
6.6 Provide Opportunities for State and National Awards and Recognition

Judging Rubric (Slide Layer)

Blind Judging (Slide Layer)
7.2 Recognize Partners and Volunteers

7.3 Recognize Partners and Volunteers

Recognize Partners and Volunteers
Consider thank you notes, gifts, and public recognition for the following:
- Students who entered, as well as any students who helped to promote or administer the program
- PTA and community volunteers
- School personnel
- Judges
- Community partners that provided donations, such as prizes or exhibit space
Use the acknowledgment letter to thank volunteers and community partners for any donations. You can also find the acknowledgment letter in the Reflections Toolkit.

7.4 Return Student Artwork

Return Student Artwork
Artwork is returned according to State and/or National policies.
- Non-advancing original photography and visual arts pieces should be returned to student artists as soon as possible after Local PTA recognition.
- Artworks submitted electronically are not returned.
Please be sensitive to secondary students needing to submit their artwork to portfolios for finals, scholarships and college admission.
7.5 Report Participation and Evaluate Your Program

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7.6 Report Participation and Evaluate Your Program

Report Participation

- Complete the PTA Registration Form provided by your State PTA Reflections Chair.
- Submit the form with the winning artwork advancing to the next round (as defined by your State PTA).

Evaluate Your Program

- Collect feedback from your team using the sample evaluation found at Reflections Toolkit.
- Share with your PTA President/New Reflections Chair.

8.1 Congratulations!

For more information and a free downloadable toolkit, visit PTA.org/Reflections. You may also enjoy arts education blog posts at www.voca.pta.org and sharing your success by tweeting #NationalPTA using #PTAReflections.

For additional support, please call your State PTA and us at (800) 367-4782 or email info@ptaa.org.

You’ve completed the National PTA’s Reflections Leader Training!