

NATIONAL PTA
REFLECTIONS[®]

LOOK WITHIN



2019-2020

OHIO PTA'S OFFICIAL RULES

Ohio PTA

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Columbus, Ohio 43235-4718

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www.ohiopta.org

IMPORTANT

To be eligible for the Reflections program your PTA must have paid its **first installation** of dues to the Ohio PTA office by **NOVEMBER 30, 2019**

**Deadline for all entries to Ohio PTA office:
WEDNESDAY, JANUARY 15, 2020 by 4:30PM**

**PACKETS on the Reflections tab of the Ohio PTA website.
www.ohiopta.org**

There is important paperwork and instructions in this **Ohio PTA Official Rule**.

- **Guide to Online Registration**
- **Official Ohio PTA Participation Form**
- **General Rules of Participation**
- **At a Glance**

In the **Local Leader Packet** is information to help develop your local program.

- **Judges suggested rubric**

Student Packet

- **Fillable form on who to receive pieces**
- **Individual rules for each arts area**
- **Official rules**
- **Entry form**

RETURN OF STUDENT PIECES

- *Ohio PTA Awards include **Award of Excellence, Award of Outstanding Achievement, Award of Merit and Honorable Mention** in each age category for Visual Arts, Literature, Dance Choreography, Video Production, Musical Composition, and Photography.*
- *Ohio PTA's Visual and Photography artwork is returned to the local units in March, except for those that are selected by Ohio PTA. Check with your District Advisor for specific return dates. Those selected pieces are returned to the local units in September. Literature, video, music and dance entries are not returned.*
- *Ohio PTA exhibits the awardees' works at the annual Ohio PTA convention in April and at various locations (announced) in a Reflections Roadshow during months May-September.*



All students must adhere to the General Student Participation Rules, as well as the rules for their specific arts category. Program rules and student entry forms are provided by your state PTA. To reference national rules, visit [PTA.org/ReflectionsToolkit](https://pta.org/ReflectionsToolkit)

Student Eligibility and Entry Guidelines: Students must participate in the National PTA Reflections program through a local PTA/PTSA in good standing, as determined by their state PTA. It is your Local PTA Reflections Committee's responsibility to confirm that your PTA is in good standing and to determine each student's eligibility. If you are not sure whether your PTA is in good standing, talk with your PTA president. The following additional guidelines apply to student entries:

- Each entry must be the original work of one student only.
- A student may develop an entry inside or outside of the school.
- A student may submit entries in more than one arts category.
- Each student entry must be accompanied by a paper student entry form, signed by a parent or guardian.
- Student entries must include a title and an artist statement, which communicates the artist's inspiration for the work and how it relates to the theme. The statement must describe the content and include at least one sentence, but not exceed 100 words.

Students with Disabilities: Students with disabilities may participate in the National PTA Reflections program in one of two ways.

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. The Special Artist Division is an optional division of the Reflections program, accepting students in all grades whose physical, cognitive or mental health challenges meet guidelines set forth in the Americans with Disabilities Act.

National PTA will honor one special artist from across all arts categories to receive an Outstanding Interpretation Award. Up to six additional special artists will receive a National PTA Award of Excellence.

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. In this case, students follow all general rules and arts category rules but may submit their entries in the grade division most closely aligned to their cognitive or functional abilities.

Originality: Specific rules related to originality for each arts category are provided by your state PTA. National rules can be referenced at [PTA.org/ReflectionsToolkit](https://pta.org/ReflectionsToolkit). In general:

- An adult may not alter the creative integrity of a student's work.
- Only one student may be recognized for each entry; collaboration with other students is not allowed. Other individuals may appear in or perform a student's work, but the work itself—the dance choreography, film production (i.e., screenplay, camera work and directing) or musical composition (i.e., written score and any lyrics)—must be the creative product of one student alone.



- The artwork must be inspired by the current year's theme and created expressly for the program. Artwork produced before the dissemination of the theme or used for another competition or program may not be submitted.

Use of Copyrighted Materials: Use of copyrighted material is prohibited in the literature, music composition, photography and visual arts categories. This includes the use of copyrighted cartoon characters, copyrighted material from the Internet, advertisements or advertising ideas, musical themes from existing copyrighted compositions, copyrighted recorded music, copyrighted photographs or stock images. Use of copyrighted music in dance choreography and film production entries is **acceptable when the title, composer and performer of any music in the submission are cited on the student entry form.**

Film productions, photography and visual art may include public places, well-known products, trademarks or other copyrighted material, as long as that copyrighted material is incidental to the subject matter of the piece and is a smaller element of the whole. Visual arts collages may include portions of existing copyrighted works, such as portions of photos, magazine clippings, internet images and type cut out of a newspaper, as long as those pieces of copyrighted works are used to create a completely new and different work of art. A collage should be judged for its whole—not its parts—and its creativity as an original work of art. Misuse of the above materials constitutes plagiarism—taking and using another's words, ideas or inventions as one's own.

Addressing Student Ineligibility: Occasionally, entries submitted to the Reflections program are ineligible. One reason for ineligibility is that the local PTA is not in good standing. It is very important that you check with your PTA president to ensure your PTA is in good standing with the state. Other common reasons for ineligibility are plagiarism and resubmission. The following recommended procedures apply to both plagiarized and resubmitted entries:

1. **Scan entries** to ensure that all are original and have not previously been submitted to Reflections or another art competition.
2. **Alert judges** to the possibility that some pieces may not be original and encourage them to communicate when one may be questionable.
3. **Check questionable entries via Google** or another search engine.
4. **Return ineligible pieces** to students, and explain why they are being returned.
5. **Talk with appropriate school personnel**, such as school counsellors, the principal or teachers about ways to address the seriousness of copying someone else's work or resubmitting artwork with the student and his/her family.

If ineligibility is confirmed after judging, determine whether awards (including award money, pins, certificates, etc.) should be returned.

OHIO PTA REFLECTIONS PROGRAM
General Unit and Council Participation Rules
PTAs and Students must adhere to the
General Participation Rules

Eligibility of PTA Units and Councils

- PTAs in good standing with membership dues paid to **OHIO PTA by NOVEMBER 30, 2019** may participate. Reflections chairman need to verify.

Number of Entries - Councils need to check how many units are in your council

- Council with 3 - 15 PTA units may submit up to 28 entries to Ohio PTA
- Council with 16 - 39 PTA units may submit up to 60 entries to the Ohio PTA
- Council with 40 or more PTA units may submit up to 76 entries to Ohio PTA

Others

- Non-council Units may submit up to 16 entries to Ohio PTA
- Community PTAs (per bylaws) may submit up to 28 entries to Ohio PTA
- Units ***whose council does not participate*** may submit up to 16 entries to Ohio PTA

REQUIREMENTS

___ Every participating PTA unit and council **MUST** complete an *online* registration process.

___ Every winning student's entry **MUST** complete an *online* Student Entry Form.

___ **Every Student must fill out a *hard copy* of the Student Entry Form and attach it to their Reflections entry.**

- **All lines must be filled in with appropriate information.**
- **All students *must sign* the Student Entry Form.**
- **Parents *must sign* the Student Entry Form for children under 18 and for all children with Special Needs**
- **The Local Unit Information *must be filled out* entirely.**

___ Submit the official Ohio PTA Participation Form with entries mailed to the Ohio PTA Office.

Deadline for submitting entries and required paperwork to the Ohio PTA office is *Wednesday, JANUARY 15, 2020 by 4:30PM*. They must be received in the office at this time. There will be no exceptions to this deadline.

Ohio PTA has a moral obligation to adhere to the rules set forth by the National PTA and the Ohio PTA. Failure to follow these rules will result in disqualification



Guide to Online Registration

PTA Registration & Reporting Instructions:

- 1. Register Your PTA** from July 1—January 1 at PTA.org/Reflections.
 - Enter your National PTA 8-digit ID Number.
 - Enter your PTA Name, City, State, ZIP.
 - Enter your PTA Leader Name, Title, Address, City, State, ZIP.
 - Enter your School Name, Number of Students Enrolled, Title I Status (Y/N), Percent of students who receive free/reduced priced lunches.
 - Enter your additional contacts who wish to receive program communications from State and National PTA.
 - Click “Submit” and receive a confirmation email.
- 2. Report Student Participation & Program Success** from September 1—March 1 at PTA.org/Reflections.
 - Enter your National PTA 8-digit ID Number.
 - Select which grade divisions your PTA offered.
 - For each division, Enter student participation totals for each arts category.
 - Enter total number of participating students.
 - Select true statements regarding your program’s success.
 - Click “Submit” and receive a confirmation email.

Verify your State PTA’s instructions before registering and reporting for your PTA.

NEED HELP?

For technical assistance, contact Info@PTA.org (800) 307-4PTA

Student Entry Portal Instructions:

- 1. Create an Account.**
 - Visit PTA.org/Reflections and click the “Submit Student Entry” button.
 - Click “sign up” and enter your full name, email and create a password.
 - Click “register” and receive a confirmation email.
 - Click the unique link in your confirmation email to activate your account.
- 2. Submit Advancing Student Entries.**
 - From your account’s home page, click “create a submission” for each student entry advancing to the next round.
 - Click “Student Entry Form” to enter Student Entry Information.
 - Click “Upload Artwork” to upload a digital copy of the entrant’s artwork (*optional*).
 - Click “submit your student entry” to submit student entry. If you submit a student entry by accident or need to make edits to completed forms, please notify your State PTA.
- 3. Confirm Student Submission Status.**
 - From your account’s home page, view a list of created submissions. Confirmed submissions will show a status of “Submitted.”
 - Look for State and National PTA award announcements and special invitations to Reflections celebration events.

Verify your State PTA’s instructions before using the Student Entry Portal.

NEED HELP?

For technical assistance, contact support@myreviewroom.com



Outstanding Interpretation Awards:
1 per arts category and special artist division

- An expense-paid trip for him- or herself and one adult to the National PTA Convention
- An \$800 arts education award from National PTA
- A \$200 arts education award is given to the student's local PTA
- A gold-plated Reflections medallion
- A certificate and letter signed by the National PTA president
- Recognition in the annual PTA Reflections online gallery

Awards of Excellence:
3 per division of each arts category and 1 special artist of each arts area

- A \$200 cash award
- A silver-plated Reflections medallion
- A certificate and letter signed by the National PTA President
- Recognition in the annual PTA Reflections online gallery

Awards of Merit:
5 per grade division of each arts category

- A silver-plated Reflections medallion
- A certificate and letter signed by the National PTA president
- Recognition in the annual PTA Reflections online gallery

Honorable Mentions:
All remaining national round participants

- A certificate and letter signed by the National PTA president

Award Notification: National awards are announced in May at PTA.org/Reflections. National award recipients are notified via email by National PTA. National awards and certificates are mailed after the National PTA Convention, by the end of July. Any awards or certificates returned to the National PTA office due to insufficient or incorrect addresses will be mailed to the appropriate state office.

Return of Artwork: Entries that receive national awards are featured online at PTA.org/Reflections. Photograph prints and visual artwork are returned within two years. The National PTA office receives electronic files/digital entries in film production, dance choreography, literature, music composition, and photography and these are not returned. Please contact your State PTA for its artwork return policy.

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- Ohio PTA's Visual and Photography artwork is returned to the local units in March, except for those that are selected by Ohio PTA. Check with your District Advisor for specific return dates. The selected works are returned to the local units in September. Literature, video, music and dance entries are not returned.
- Ohio PTA exhibits the awardees' works at the annual Ohio PTA convention in April and at various locations (announced) in a Reflections Roadshow during months May-September.

Official Ohio PTA Participation Form

Name of PTA _____

Council Name _____ Ohio PTA District # _____

Name of PTA Reflections[®] Chairperson _____

Chairperson's Home Address _____
(Street) (City) (Zip)

Chairperson's Home Phone (____) _____ Chairperson's E-mail _____

ENTRIES SUBMITTED AS:

Non-Council Units & units whose councils don't participate:	limited to 16 eligible	number entered: _____
Community PTA:	limited to 28 eligible	number entered: _____
Councils:	3 – 15 units limited to 28 eligible	number entered: _____
	16 – 39 units limited to 60 eligible	number entered: _____
	40 or more units limited to 76 eligible	number entered: _____

CATEGORIES

Total # of entries forwarded to Ohio PTA

LITERATURE _____ **PHOTOGRAPHY** _____

MUSICAL COMPOSITION _____ **VISUAL ARTS** _____

DANCE CHOREOGRAPHY _____ **FILM PRODUCTION** _____

SPECIAL ARTIST: VA _____ Photo _____ Music _____ DC _____ Lit _____
 Film _____

Total number of PTA units participating _____

Total number sent _____

All entries and paperwork must be sent in together and preferably in one box.

A copy of this entry form must be included in each package of entries.

**ALL ENTRIES MUST BE IN THE OHIO PTA OFFICE ON OR BEFORE
 WEDNESDAY, JANUARY 15, 2020 BY 4:30PM!**

Send this form along with the entries to the
 Ohio PTA at 40 Northwoods Blvd., Suite A, Columbus, OH 43235-4718

Ohio PTA will return your entries to District Advisors by the end of March