Tacoma Council PTA encourages all local units in good standing to offer a Reflections Arts Appreciation program in your school. Here’s how to get started.

- Register your unit for Reflections by calling or e-mailing the Council Reflections Chair: Janet Stewart jstew4@msn.com (253) 761-0288 home or (253) 831-393 cell. This helps with planning and communications.
- Sign up for the WSPTA Reflections Listserv to keep up-to-date on the latest information. Email: support@wastatepta.org and ask to be on the listserv.
- Keep up-to-date with Tacoma Council PTA by visiting our website: tacamacouncilpta.weebly.com
- Please note the specific rules on how entries are to be prepared and how to fill in the forms to avoid disqualification. Note size requirements on visual arts & photography and that they need to be mounted on firm, unbendable backing. Place entry forms in a sheet protector & tape to back of the entry. Must be able to easily pull entry form in and out, without being obstructed by tape. Note specific formats and time limits for music, dance and film. Note Literature must have 1 original & 2 copies in a manila folder, with entry form stapled to the back. All work requires an Artist Statement. Entry forms must have legible contact information and must be signed by student and parent.
- New this year: A parental consent form needs to be signed, in addition to the entry form, for all individuals who appear in a dance, film or photography entry—and if it includes images of an individual, a literature or visual arts entry.

- Advertise Reflections to your students: letter to parents, school newsletter, assembly, display table or bulletin board. Ask teachers to make it a project. Offer incentives/awards such as certificates, ribbons or a special party or recognition ceremony, depending on your budget. Have Rules & Entry forms readily available for students. Fill in your unit deadline on Rules forms before reproducing them. Fill the information in the bottom of the Entry form before reproducing them. They are available in fill able format on the WSPTA website. If you don’t know your National ID number, go to www.pta.org—“Find Your PTA” - enter your city and state—search.
- Conduct judging at your local level before sending entries forward to Council. Judging forms are on the WSPTA website. See Programs—Reflections—Forms.
- There is no set limit on how many entries a student or school turns in to Council. Though this will be subjective, the local judges & chair should advance only the artwork which they feel has the most potential to place at the Council level. Generally this has been about 10-20 entries per school. Fill out Participation Form A, in fill able format and deliver it to council with your artwork, not on-line.
- Council will conduct judging and invite ALL council level entrants to an All-City Reflections Awards Program (tentatively January 12 at Wilson HS Auditorium) where artwork will be on display and awards will be given. Council can award up to 34 “Awards of Excellence” which will qualify for State competition. Council can only forward up to 30% VA, 20% Photo, 20% Literature and 30% (Film, Dance, Music combined) to state. **Encourage students to submit entries in film, dance & music.**
- **Deadline to turn entries in to Council is Wednesday December 1st between 9:00 a.m to 12:00 noon or between 3:00 p.m. to 5:00 p.m.** Location: The Minuteman Press Downtown Tacoma located at 1111 South A Street. I will be checking entries and forms with you to ensure each piece meets the standards and that the required forms are completed.
- Thank you and have a great year. Janet Stewart Reflections Chair, Tacoma Council PTA