



# South Carolina PTA Awards Handbook

2009-2010

**South Carolina**  
**PTA**<sup>®</sup>

*everychild.one voice.*

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## Awards Guide

The South Carolina PTA awards program provides us with the opportunity to recognize and celebrate the exemplary efforts of deserving PTA/PTSA local units, Councils, Districts, and individuals throughout our state. Your participation in our awards program will give us the opportunity to share your outstanding accomplishments with other PTAs during our Annual Convention in April.

### **All applications must be postmarked by March 1<sup>st</sup>.**

If you would like verification that your applications were received, please include a self-addressed, stamped postcard with your applications. On the postcard:

- Type or print all names of the application forms that are included in your mailing
- Leave a space for each item to be checked off by the office that it arrived
- Have a place for a signature

### **Tips to Successfully Apply for SCPTA Awards and Recognition**

- **Please include two (2) copies of each application and any supporting documentation.**
- Awards criteria provide local units with excellent goals. In August, use the awards criteria to develop your PTA's goals and objectives.
- Entries that are innovative usually carry more weight when being judged. When there are several entries, the uniqueness of an idea may set one apart from the rest.
- **Follow all instructions carefully and completely.**
- Complete all forms thoroughly. Applications are eliminated regularly for being incomplete.
- **Submit your entry on time, postmarked by the printed deadline.** Certified mail is suggested.
- Abide by the page limit. Consider picture collages or reduced newspaper article collages. If rules and space permit, letters of support from community and/or school officials usually enhance an application.
- Although an entry is judged on its content and not its attractiveness, outstanding presentation often helps when trying to decide between equally deserving entries.
- Arrange summary statements or answers to questions in the order requested.
- Organize, index and tab the entire application for easy reference to supporting materials.
- Always use proper spelling and grammar.
- Have an unbiased person read your entry for clarity and mistakes before you mail it.
- Typed and double-spaced material is easier to read than handwritten text.
- Neatness and attractiveness "catch the eye."
- A protective cover is extremely beneficial.
- Copy the entire completed application for your files.
- Share your application efforts with others in your PTA. A well-written response or summary from one application oftentimes may be utilized in other entry applications.
- **All entries submitted to the state become the property of South Carolina PTA and will not be returned.**



## SCPTA Awards for 2009-2010

### Awards for Outstanding Service by an Individual

(one award per category)

- SCPTA Outstanding Principal of the Year
- SCPTA Outstanding Teacher of the Year
- SCPTA Outstanding Support Staff Member of the Year
- SCPTA Outstanding Volunteer of the Year
- SCPTA Outstanding Student Volunteer of the Year

### Awards for Outstanding Service by a Local Unit, Council, or District

(one award per category)

- SCPTA Outstanding Unit of the Year
- SCPTA Outstanding Council of the Year
- SCPTA Outstanding District of the Year

### Awards of Excellence for Local Units

(elementary, middle, and high school award in each category)

- SCPTA Award of Excellence in Membership Promotion
- SCPTA Award of Excellence in Enrichment Programs
- SCPTA Award of Excellence in Legislative Advocacy
- SCPTA Award of Excellence in Communications
- SCPTA Award of Excellence in Family and Community Involvement
- SCPTA Award of Excellence in PTSA Student Involvement (middle and high school awards only)

### Awards of Achievement Recognition for Local Units

- SCPTA Palmetto Awards — Membership Recognition Program
  - Platinum Palmetto Award
  - Gold Palmetto Award
  - Silver Palmetto Award
  - Bronze Palmetto Award
- SCPTA Oak Leaf Awards — Goals Recognition Program
  - Platinum Leaf Award
  - Gold Leaf Award
  - Silver Leaf Award
  - Bronze Leaf Award

### SCPTA Special Awards, Recognitions, and Programs

- SCPTA Gerry Pfaehler Endowment Fund
- Helen Stokes Memorial Scholarship Fund
- SCPTA Honorary Life Membership Award
- SCPTA Spirit of PTA Award



## Awards for Outstanding Service by an Individual

### SCPTA Outstanding Principal of the Year

**Purpose:** To recognize the exemplary service of a school administrator (principal or assistant principal) towards promoting and upholding the PTA Mission and Purposes at his/her school.

**Eligibility:** Nominees for this award should fully support and engage in the efforts and achievements of the PTA/PTSA unit at his/her school. Nominees must be a current PTA member at the PTA/PTSA school at which they are employed as the principal or an assistant principal. Previous recipients of this award are ineligible to receive this award again for five (5) years. One overall winner will be selected from all nominees submitted by March 1, 2010.

### SCPTA Outstanding Teacher of the Year

**Purpose:** To recognize the exemplary service of a certified teacher towards promoting and upholding the PTA Mission and Purposes at his/her school.

**Eligibility:** Nominees for this award should fully support and engage in the efforts and achievements of the PTA/PTSA unit at his/her school. Nominees must be a current PTA member at the PTA/PTSA school at which they are employed as a certified teacher. Previous recipients of this award are ineligible to receive this award again for five (5) years. One overall winner will be selected from all nominees submitted by March 1, 2010.

### SCPTA Outstanding Support Staff Member of the Year

**Purpose:** To recognize the exemplary service of a faculty or school staff member towards promoting and upholding the PTA Mission and Purposes at his/her school.

**Eligibility:** Nominees for this award should fully support and engage in the efforts and achievements of the PTA/PTSA unit at his/her school. Nominees must be a current PTA member at the PTA/PTSA school at which they are employed. Nominations may be submitted for non-certified faculty members, school healthcare staff members, custodial or cafeteria staff members, media center specialists, and other employees who have performed a valuable service to the school. Previous recipients of this award are ineligible to receive this award again for five (5) years. One overall winner will be selected from all nominees submitted by March 1, 2010.

### SCPTA Outstanding Volunteer of the Year

**Purpose:** To recognize the exemplary service of a school or district volunteer towards promoting and upholding the PTA Mission and Purposes at his/her school.

**Eligibility:** Nominees for this award should fully support and engage in the efforts and achievements of the PTA/PTSA unit at his/her school. Nominees must be a current PTA member. Nominations may be submitted for parents, grandparents, adult siblings of students, guardians, business partners, community members, and other adults who have performed a valuable service to the school. Previous recipients of this award are ineligible to receive this award again for five (5) years. One overall winner will be selected from all nominees submitted by March 1, 2010.

### SCPTA Outstanding Student Volunteer of the Year

**Purpose:** To recognize the exemplary service of a PTSA student volunteer towards promoting and upholding the PTA Mission and Purposes at his/her school.

**Eligibility:** Nominees for this award should fully support and engage in the efforts and achievements of the PTA/PTSA unit at his/her school. Nominees must be members of the PTSA at their school (having a parent who is a member while the student is not a member is not sufficient). Previous recipients of this award are ineligible to receive this award again for three (3) years. One overall winner will be selected from all nominees submitted by March 1, 2010.



## SCPTA Outstanding Principal of the Year

**Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. If your nominee is a winner, the PTA/PTSA President will be notified. This award will be presented at the annual SCPTA Convention.**

Name of Principal \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_

Name of PTA/PTSA submitting nomination \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School     
  Middle School     
  High School     
  Other \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
Is the principal currently a member of the PTA unit at his/her school?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>5</u></b>
Does the PTA have 100% membership for the 2009-2010 school year?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>5</u></b>
Does the PTA have 100% faculty membership for the 2009-2010 school year?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Does the principal regularly attend PTA Executive Board Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the principal regularly participate in and/or attend local PTA-sponsored events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the principal regularly attend PTA District and/or Council Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the principal regularly attend State and/or National PTA Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the principal encourage PTA members to receive training and to attend Council, District, and State PTA events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Describe briefly how this principal encourages PTA volunteers in his/her school. Use no more than one page, 8½" x 11", double spaced.	<b><u>10</u></b>
Describe how this principal encourages community (other than parent volunteers) involvement in the school. Use no more than one page, 8½" x 11", double spaced.	<b><u>10</u></b>
Using no more than one page, 8½" x 11", double spaced, describe how this principal has made a difference in the lives of students in his/her school and what he/she has done to promote the PTA Mission and the Purposes of PTA.	<b><u>50</u></b>

**Mail this form with attachments (no more than three pages) to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## SCPTA Outstanding Teacher of the Year

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by **March 1<sup>st</sup>**. If your nominee is a winner, the PTA/PTSA President will be notified. This award will be presented at the annual SCPTA Convention.

Name of Teacher \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_

Name of PTA/PTSA submitting nomination \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School       Middle School       High School       Other \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
Is the teacher currently a member of the PTA unit at his/her school?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>5</b>
Does the teacher serve on the PTA Executive Board? Position _____	<input type="checkbox"/> yes <input type="checkbox"/> no <b>5</b>
Does the teacher regularly attend PTA General Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the teacher regularly participate in and/or attend local PTA-sponsored events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the teacher regularly attend PTA District and/or Council Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the teacher regularly attend State and/or National PTA Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the teacher encourage family and community involvement in local PTA events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Describe briefly how this teacher utilizes the PTA volunteer program in his/her school. Use no more than one page, 8½" x 11", double spaced.	<b>10</b>
Describe how this teacher attends and supports PTA-sponsored functions and activities (i.e. carnivals, fundraisers, etc.) Use no more than one page, 8½" x 11", double spaced.	<b>20</b>
Using no more than one page, 8½" x 11", double spaced, describe how this teacher has made a difference in the lives of students in his/her school and what he/she has done to promote the PTA Mission and the Purposes of PTA.	<b>50</b>

**Mail this form with attachments (no more than three pages) to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



**SCPTA Outstanding Support Staff Member of the Year**

**Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. If your nominee is a winner, the PTA/PTSA President will be notified. This award will be presented at the annual SCPTA Convention.**

Name of Nominee \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_

Name of PTA/PTSA submitting nomination \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School       Middle School       High School       Other \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
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Is the nominee currently a member of the PTA unit at his/her school?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Does the nominee regularly attend PTA General Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the nominee regularly participate in and/or attend local PTA-sponsored events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the nominee regularly attend PTA District and/or Council Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the nominee regularly attend State and/or National PTA Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Does the nominee encourage family and community involvement in local PTA events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>2</u></b>
Describe briefly how this nominee utilizes the PTA volunteer program in his/her school. Use no more than one page, 8½" x 11", double spaced.	<b><u>10</u></b>
Describe how this nominee attends and supports PTA-sponsored functions and activities (i.e. carnivals, fundraisers, etc.) Use no more than one page, 8½" x 11", double spaced.	<b><u>20</u></b>
Using no more than one page, 8½" x 11", double spaced, describe how this nominee has made a difference in the lives of students in his/her school and what he/she has done to promote the PTA Mission and the Purposes of PTA.	<b><u>50</u></b>

**Mail this form with attachments (no more than three pages) to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## SCPTA Outstanding Volunteer of the Year

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by **March 1<sup>st</sup>**. If your nominee is a winner, the PTA/PTSA President will be notified. This award will be presented at the annual SCPTA Convention.

Name of Volunteer \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_

Name of PTA/PTSA submitting nomination \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School     Middle School     High School     Other \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
Is the volunteer currently a member of the PTA unit at his/her school?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>5</b>
Does the volunteer serve on the PTA Executive Board? Position _____	<input type="checkbox"/> yes <input type="checkbox"/> no <b>5</b>
Does the volunteer regularly attend PTA General Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the volunteer regularly participate in and/or attend local PTA-sponsored events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the volunteer regularly attend PTA District and/or Council Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the volunteer regularly attend State and/or National PTA Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
What part of the school population does this volunteer represent? (i.e. parent, grandparent, community volunteer, etc.) _____	<b>2</b>
Describe how this volunteer attends and supports PTA-sponsored functions and activities (i.e. carnivals, fundraisers, etc.) Use no more than one page, 8½" x 11", double spaced.	<b>10</b>
Describe any community service activities other than PTA that this volunteer has been involved in during this year. Use no more than one page, 8½" x 11", double spaced.	<b>20</b>
Using no more than one page, 8½" x 11", double spaced, describe how this volunteer has made a difference in the lives of students in his/her school and what he/she has done to promote the PTA Mission and the Purposes of PTA.	<b>50</b>

**Mail this form with attachments (no more than three pages) to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## SCPTA Outstanding Student Volunteer of the Year

**Student must a PTSA member to qualify for this award (having a parent who is a member is insufficient – the student MUST be a PTSA member in his/her own right). Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. If your nominee is a winner, the PTA/PTSA President will be notified. This award will be presented at the annual SCPTA Convention.**

Name of Student \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_

Name of PTA/PTSA submitting nomination \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School       Middle School       High School       Other \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
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Is the student currently a member of the PTA/PTSA unit at his/her school?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>5</b>
Does the student serve on the PTSA Executive Board? Position _____	<input type="checkbox"/> yes <input type="checkbox"/> no <b>5</b>
Does the student regularly attend PTSA General Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the student regularly participate in and/or attend local PTSA-sponsored events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the student regularly attend PTA District and/or Council Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the student regularly attend State and/or National PTA Meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Does the student encourage other students to participate in local PTSA events?	<input type="checkbox"/> yes <input type="checkbox"/> no <b>2</b>
Describe briefly the leadership qualities this student has shown in his/her school. Use no more than one page, 8½” x 11”, double spaced.	<b>10</b>
Describe how this student attends and supports PTSA-sponsored functions and activities (i.e. health fairs, legislative events, etc.) Use no more than one page, 8½” x 11”, double spaced.	<b>10</b>
Describe any community service activities (other than PTSA) that this volunteer has been involved in during this year. Use no more than one page, 8½” x 11”, double spaced.	<b>10</b>
Using no more than one page, 8½” x 11”, double spaced, describe how this student has made a difference in the lives of other students in his/her school and what he/she has done to promote the PTA Mission and the Purposes of PTA.	<b>50</b>

**Mail this form with attachments (no more than four pages) to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**

## Awards for Outstanding Service by a Local Unit, Council, or District

### SCPTA Outstanding Local Unit of the Year

**Purpose:** To recognize a local PTA whose collaborative efforts with parents, families, educators, and community members promote parent/family involvement in ongoing programs that encourage student success.

**Eligibility:** Any PTA/PTSA in South Carolina may apply for this award. To apply, unit must complete an application for the National PTA's Phoebe Apperson Hearst Family-School Partnership Award. A copy of the Phoebe Apperson Hearst award application must be attached to the SCPTA Outstanding PTA/PTSA Unit of the Year form and submitted to the SCPTA by March 1<sup>st</sup>. Phoebe Apperson Hearst applications are available on the National PTA website at [www.pta.org](http://www.pta.org). One overall winner will be selected from all nominees submitted by March 1, 2010.

**Special Application Instructions:** *The Phoebe Apperson Hearst application may be submitted to National PTA using one of two options: by submitting the online application or by downloading, printing, and mailing the printable application form. To apply for the SCPTA Outstanding Local Unit of the Year award, please print two (2) additional copies of your unit's Phoebe Apperson Hearst application paperwork, attach each copy to the SCPTA Local Unit of the Year form, and mail both copies to the SCPTA at the address below by March 1<sup>st</sup>.*

### SCPTA Outstanding Council of the Year

**Purpose:** To recognize a PTA Council in South Carolina whose collaborative efforts with its local PTA units and District officers promote the PTA Mission and Purposes in ongoing programs that encourage student success.

**Eligibility:** All PTA Councils within South Carolina are eligible. One overall winner will be selected from all nominees submitted by March 1, 2010.

### SCPTA Outstanding District of the Year

**Purpose:** To recognize a PTA District in South Carolina whose collaborative efforts with its local PTA units and Councils officers promote the PTA Mission and Purposes in ongoing programs that encourage student success.

**Eligibility:** All PTA Districts within South Carolina are eligible. One overall winner will be selected from all nominees submitted by March 1, 2010.





SCPTA Outstanding Local Unit of the Year

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) additional copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1st. This award will be presented at the annual SCPTA Convention.

Name of Local PTA/PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School Middle School High School Other

Award Criteria

To apply for the Outstanding Local Unit Award you will need to complete the application for the PHOEBE APPERSON HEARST FAMILY-SCHOOL PARTNERSHIP AWARD

HOW DO YOU GET THE OFFICIAL APPLICATION FORM?

- National PTA Website - http://www.pta.org/phoebe\_apperson\_hearst\_partnership\_award.asp
South Carolina PTA Office - 800-743-3782 or www.scpta.org

HOW DO YOU APPLY FOR THE SCPTA OUTSTANDING LOCAL UNIT OF THE YEAR AWARD?

- Fill out this form (you will need two copies).
Complete the Phoebe Apperson Hearst application according to the instructions in the section below.
Attach this form as the SCPTA cover sheet to a copy of your completed Phoebe Apperson Hurst award application.
Mail packet to the SCPTA office at the address below, postmarked by March 1st.
Please note that SCPTA will not forward a copy of your PAH application to NPTA due to the changes in their submission process.

HOW DO YOU COMPLETE THE PHOEBE APPERSON HEARST APPLICATION?

- Read the application instructions on the National PTA website (web page address above).
Decide whether you will apply for the Phoebe Apperson Hearst Award using the online application or the printable application form, both found at the web page above.
If you choose to submit an online application to NPTA, you must print at least two (2) copies of your completed online application and narrative to mail to the SCPTA to be considered for our Outstanding Local Unit of the Year Award.
If you choose to apply via postal mail to NPTA, you must print at least three (3) copies of your completed application and narrative, one (1) to be sent to the NPTA and two (2) for the SCPTA's Outstanding Local Unit of the Year Award.
Submit your own Phoebe Apperson Hearst application to National PTA, using either the online submission method or by postal mail, according to the instructions provided by NPTA. This is a change from previous years.

Mail this form along with the Phoebe Apperson Hurst application to the address below. Envelope must be postmarked by March 1st to be eligible for judging. Late entries will not be judged.



## SCPTA Outstanding Council of the Year

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by **March 1<sup>st</sup>**. This award will be presented at the annual SCPTA Convention.

Name of Council \_\_\_\_\_

Name of President \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

Website \_\_\_\_\_ PTA District # \_\_\_\_\_

Name of person submitting this form \_\_\_\_\_

Award Criteria (100 possible points)	Points
Did Council have a membership increase in school year 2009-2010 over 2008-2009? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>10</u>
Please record Council's membership data: <u>10</u>	
# of new units _____ Reinstated units _____	
# of 100% units _____ # of 100% faculty _____	
# of 200% units _____ # of 300% units _____	
Was Council represented at District Spring and Fall Conferences? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was Council represented at the District Leadership Conference? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was Council represented at one of the 2009 SCPTA Summer Leadership Trainings? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was Council represented at the 2009 SCPTA Annual Convention? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was Council represented at the 2009 SCPTA Legislative Conference? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was Council represented at the 2009 National PTA Convention in St. Louis? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>2</u>
Did Council participate in the 2009-2010 NPTA Reflections Program? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Did Council hold at least 4 Board Meetings? Number of meetings held _____ <input type="checkbox"/> yes <input type="checkbox"/> no	<u>5</u>
Does Council have a representative who attends school board meetings? <input type="checkbox"/> yes <input type="checkbox"/> no	<u>5</u>
Using no more than one page, 8½" x 11", double spaced, detail this Council's activities (i.e. Scholarship fund, Reflections participation, Newsletter, etc.) that promote local unit involvement at the Council level.	<u>50</u>

**Mail this form with attachments to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## SCPTA Outstanding District of the Year

**Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. This award will be presented at the annual SCPTA Convention.**

District # \_\_\_\_\_ Counties represented \_\_\_\_\_

Name of President \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

Website \_\_\_\_\_ Number of Councils \_\_\_\_\_

Name of person submitting this form \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>		<b>Points</b>
Did District have a membership increase in school year 2009-2010 over 2008-2009?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>5</u>
Please record District's membership data:		<b><u>10</u></b>
# of new units _____	Reinstated units _____	
# of 100% units _____	# of 100% faculty _____	
# of 200% units _____	# of 300% units _____	
Was District represented at one of the 2009 SCPTA Summer Leadership Trainings?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was District represented at the 2009 SCPTA Annual Convention?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was District represented at the 2009 SCPTA Legislative Conference?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Was District represented at the 2009 National PTA Convention in St. Louis?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Did District participate in the 2009-2010 NPTA Reflections Program?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>3</u>
Do all units in your district have an EIN on file at the State PTA Office?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>5</u>
Are all units in District operating under current bylaws?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>5</u>
Does District have a Legislative Chairman?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>5</u>
Does District have a representative who attends school board meetings?	<input type="checkbox"/> yes <input type="checkbox"/> no	<u>5</u>
Using no more than one page, 8½" x 11", double spaced, detail this District's special projects (i.e. Scholarship fund, Reflections, Newsletter, etc.) that were used to promote District-level activities. You may attach copies of handbooks, newsletters, etc.		<b><u>50</u></b>

**Mail this form with attachments to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## Awards of Excellence for Local Units

### **SCPTA Award of Excellence in Membership Promotions**

**Purpose:** To recognize local units that exhibit excellence in promoting PTA Membership with innovative, comprehensive, and successful membership recruitment plans.

**Eligibility:** Units must have conducted the membership plan described during the current school year. All units in good standing are eligible to apply. One elementary school-level winner, one middle school-level winner, and one high school-level winner will be selected from all applications submitted by March 1, 2010.

### **SCPTA Award of Excellence in Enrichment Programs**

**Purpose:** To recognize local units that exhibit excellence in planning innovative, meaningful, and diverse programs for both students and their families.

**Eligibility:** Units must have conducted the programs described during the current school year. All units in good standing are eligible to apply. One elementary school-level winner, one middle school-level winner, and one high school-level winner will be selected from all applications submitted by March 1, 2010.

### **SCPTA Award of Excellence in Legislative Advocacy**

**Purpose:** To recognize local units that exhibit excellence in planning and promoting legislative advocacy throughout the year.

**Eligibility:** Units must have conducted their legislative program during the current school year. All units in good standing are eligible to apply. One elementary school-level winner, one middle school-level winner, and one high school-level winner will be selected from all applications submitted by March 1, 2010.

### **SCPTA Award of Excellence in Communications**

**Purpose:** To recognize local units that exhibit excellence in sharing and receiving communications with its members through innovative, comprehensive, and diverse means.

**Eligibility:** Units must present documentation of the communication tools used during the current school year. All units in good standing are eligible to apply. One elementary school-level winner, one middle school-level winner, and one high school-level winner will be selected from all applications submitted by March 1, 2010.

### **SCPTA Award of Excellence in Family and Community Involvement**

**Purpose:** To recognize local units that exhibit excellence in encouraging and engaging school/family/community volunteer partnerships as a means to increasing student achievement, promoting a healthy learning environment for students, empowering parents as advocates, and promoting a spirit of fellowship within the school.

**Eligibility:** Units must have conducted the volunteer program described during the current school year. All units in good standing are eligible to apply. One elementary school-level winner, one middle school-level winner, and one high school-level winner will be selected from all applications submitted by March 1, 2010.

### **SCPTA Award of Excellence in PTSA Student Involvement**

**Purpose:** To recognize local units that exhibit excellence in encouraging and engaging school/family/community volunteer partnerships as a means to increasing student achievement and leadership skills, promoting a healthy learning environment, empowering parents as advocates, and promoting a spirit of fellowship within the school.

**Eligibility:** Units must have conducted the volunteer program described during the current school year. All PTSA units in good standing are eligible to apply. One middle school-level winner and one high school-level winner will be selected from all applications submitted by March 1, 2010.



SCPTA Award of Excellence in Membership Promotions

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1st. This award will be presented at the annual SCPTA Convention.

Name of Local PTA/PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School Middle School High School Other \_\_\_\_\_

10th Day School Enrollment \_\_\_\_\_ Membership Goal \_\_\_\_\_ Membership reported on Mar.1 \_\_\_\_\_

Was your membership goal based on retention or increase? \_\_\_\_\_

Award Criteria (100 possible points) Points

Membership drive theme \_\_\_\_\_ 2

Why is your school a PTA? \_\_\_\_\_ 3

Indicate which of the following resources were used in your membership development (one point each): 15

- Checkboxes for various PTA resources like National PTA "Help Your Child - Join PTA", SCPTA Local Unit Handbook, etc.

Using no more than one page, 8 1/2" x 11", double spaced font size 12, describe how you involved the community... 15

Using no more than one page, 8 1/2" x 11", double spaced font size 12, describe how the principal and faculty assisted in your membership development efforts. 15

Using no more than one page, 8 1/2" x 11", double spaced font size 12, describe your membership development. Include how you collected dues, used publicity and incentives, and tell how your theme was used. 50

Mail this form with attachments (no more than four pages) to the address below. Envelope must be postmarked by March 1st to be eligible for judging. Late entries and entries with more than the allowed attachments will not be judged.



## SCPTA Award of Excellence in Enrichment Programs

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. This award will be presented at the annual SCPTA Convention.

Name of Local PTA/PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School     Middle School     High School     Other \_\_\_\_\_

<b><u>Award Criteria (100 possible points)</u></b>	<b><u>Points</u></b>
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**Local PTA unit must provide documentation for each YES answer below.** Proper documentation would include fliers, newspaper clippings, photos of on-campus events, copies of surveys, plans of work, etc.)

Did the PTA conduct a survey of parents and faculty to help determine the diverse needs of the school and its population?     yes     no    **10**

Did the PTA conduct at least one academic enrichment program for students this year?     yes     no    **5**

Did the PTA conduct at least one program that increased awareness among parents about issues that affect student achievement or school success?     yes     no    **5**

Did the PTA conduct at least one program that promotes health and wellness?     yes     no    **5**

Did this PTA conduct a Reflections Program at the school this year?     yes     no    **5**

Did the PTA make its programs available to all students and families at the school?     yes     no    **5**

Did the PTA make any of its programs or events available to students at other schools or to the general public?     yes     no    **5**

Were steps taken to involve special populations (single parents, non-English-speaking adults, students with disabilities, non-reading adults, etc.) in programs?     yes     no    **5**

Was a plan of work and budget developed for each program?     yes     no    **5**

Using no more than two pages, 8½" x 11", double spaced, describe the programs of this PTA and how they have made a difference in the lives of students in the school. Briefly describe how families and the community were engaged, what other agencies/organizations were involved, and how the programs related to the PTA Mission and the Purposes of PTA.    **50**

**Mail this form with attachments to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## SCPTA Award of Excellence in Legislative Advocacy

**Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. This award will be presented at the annual SCPTA Convention.**

Name of Local PTA/PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School    
  Middle School    
  High School    
  Other \_\_\_\_\_

### Award Criteria

LEGISLATIVE ACTIVITY	POINTS	TOTAL
Send Name, Address, and Phone Number of Local Unit Legislative Chair to SCPTA office by September 1	20	
Attend Legislative or Advocacy Workshops at SCPTA Leadership Training and/or Convention	___ x 15 (number of attendees)	
Write a letter early in the school year introducing yourself to elected officials. Let them know that you 1) represent your local, Council, or District PTA, 2) are concerned about issues affecting children, 3) want to work with them to assure we do what is right for SC's children, and 4) can be contacted if they would like more information on where PTA stands on issues. You may send the same letter to each official.	___ x 5 (number of letters sent.) Submit copy of letter and list of names and contact information	
Sign up new members for Member to Member Network at State and National PTA levels	___ x 1 (number of new members)	
Participate in Legislative/Advocacy Events focused on National PTA and/or SCPTA Platform issues	___ x 15 (number of participants)	
Include Legislative Articles in PTA/School Newsletters focused on National PTA and/or SCPTA Platform issues	___ x 10 (number of articles)	
Write letters to the Editor About National PTA and/or SCPTA Platform Issues	___ x 10 (number of letters) Include copy of newspaper clipping.	
Give a Legislative Report at PTA General Meetings on National PTA and/or SCPTA Platform issues	___ x 10 (number of reports given)	
Write/Email/Call appropriate Elected Officials on PTA/SCPTA Platform issues	___ x 5 (number of communications)	
Host a visit by invited Elected Officials* to Your Community	20	
Host a "Meet the Candidates" Forum/Reception which incorporates Nat'l PTA/SCPTA Platform issues	25 + ___ x 1 (number of attendees)	
Host a "Meet With Your Elected Officials"* Event in Your Community	25+ ___ x 1 (number of attendees)	
Attend Local School Board Meetings	___ x 5 (number of times attended)	
Speak out at Local Meetings Where School Funding Decisions Are Made	___ x 5 (number of occasions)	
Testify Before House or Senate Body, Committee or Subcommittee	___ x 30 (number of occasions)	
Submit Resolution to the SCPTA on a Legislative Issue	___ x 30 (number of submissions)	
<b>GRAND TOTAL</b>		

\* Elected officials here can be any that affect decisions regarding child health, education and welfare for your community (local, state, or national). These issues must be the focus of the event.

**Supporting documentation (agendas, programs, letters, etc.) MUST accompany this form.**

**Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.**

**Late entries and entries with more than the allowed attachments will not be judged.**



## SCPTA Award of Excellence in Communications

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. This award will be presented at the annual SCPTA Convention.

Name of Local PTA/PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School     Middle School     High School     Other \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
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<b><u>Newsletter Content and Layout</u></b>	<b><u>35</u></b>
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Please provide a portfolio that includes three (3) different newsletters that this PTA has published this year. The content and layout will be judged according to the following criteria:

PTA Content

Message from the Principal	2 points
Message from the PTA President	2 points
Calendar of important events (including PTA meetings, workshops and PTA district events)	2 points
Report on PTA membership and how to join	2 points
SIC information	
Local PTA information and contact information	2 points
State PTA information and contact information	1 point
National PTA information and contact information	1 point
Legislative/Advocacy Information	1 point
Supports PTA Mission	2 points
Other educational information	1 point
Special features	1 point
Parenting resources and information	2 points

Layout and Design

Clean copy, no blurs	2 points
Broken up with clip art or graphics	2 points
Eye-catching, organized	2 points

Masthead and other copy information

Name of Bulletin/Newsletter with logo (masthead)	2 points
Name and address of PTA or school	2 points
Name of editor, principal and PTA president	2 points
Date, volume and issue number	2 points
Next issue copy deadline	2 points

*application continued on next page...*



SCPTA Award of Excellence in Communications

...continued from previous page

Local PTA unit must provide documentation for each YES answer below.

Proper documentation would include actual newsletters/bulletins, fliers, newspaper clippings, photos of on-campus publicity tools/advertisements, copies of emails, etc.)

- Has this PTA published and distributed at least three PTA newsletters this year?
Does this PTA have a website that allows its members to learn about the services it provides for its families and a calendar of upcoming events?
Is the PTA's website linked to the school/school district's website?
Does this PTA's website have links to both the National and State PTA websites?
Do newsletters and the website contain information on how to become a PTA member?
Are National and State PTA publications readily available to families?
Does this PTA make telephone call-outs to its members to promote upcoming events and activities and to recruit volunteers?
Does this PTA use email blasts to communicate with its members?
Does this PTA mail postcards or send home fliers to communicate with its members?
Has this PTA issued any Public Service Announcements?
Does this PTA submit news items to the local newspaper?
Does this PTA submit news items to other school's or organizations newsletters?
Does this PTA regularly use an on-campus publicity/communications board?

Mail this form with portfolio to the address below.
Envelope must be postmarked by March 1st to be eligible for judging.
Late entries and entries with more than the allowed attachments will not be judged.



## SCPTA Award of Excellence in Family and Community Involvement

Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by **March 1<sup>st</sup>**. This award will be presented at the annual SCPTA Convention.

Name of Local PTA/PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School     Middle School     High School     Other \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
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**Local PTA unit must provide documentation for each YES answer below.** *Proper documentation would include newsletters/bulletins, fliers, newspaper clippings, photos of on-campus events, copies of surveys, etc.)*

Did the PTA distribute a comprehensive Volunteer Survey, based on programs and activities planned by the PTA, as a means of engaging volunteers?	<input type="checkbox"/> yes <input type="checkbox"/> no	<b><u>10</u></b>
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Does this PTA have a PTA Volunteer Handbook?	<input type="checkbox"/> yes <input type="checkbox"/> no	<b><u>5</u></b>
--	--	-----------------

Does this PTA conduct a Volunteer Orientation to familiarize all volunteers with the policies and procedures of the school and your PTA?	<input type="checkbox"/> yes <input type="checkbox"/> no	<b><u>5</u></b>
--	--	-----------------

Does this PTA have a volunteer serve in a capacity that encourages community participation in your school or makes the community aware of activities within your school? (i.e. District Liaison, Business Partner Liaison, SIC Board)	<input type="checkbox"/> yes <input type="checkbox"/> no	<b><u>5</u></b>
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Does this PTA participate in student transition programs for those new to the school or those moving on to the next school level?	<input type="checkbox"/> yes <input type="checkbox"/> no	<b><u>5</u></b>
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Are non-traditional volunteers (i.e. men, grandparents, working parents) provided with volunteer opportunities that meet their diverse needs?	<input type="checkbox"/> yes <input type="checkbox"/> no	<b><u>5</u></b>
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Has this PTA been registered in the National PTA's Three for Me program at <a href="http://www.three4me.com">www.three4me.com</a> ?	<input type="checkbox"/> yes <input type="checkbox"/> no	<b><u>5</u></b>
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**Please describe your PTA's volunteer program using no more than one page, 8½" x 11", double spaced for each section.**

How did this PTA recruit volunteers, record their hours, assign duties, and show appreciation	<b><u>20</u></b>
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Describe the PTA's biggest accomplishment this year within the parent involvement program.	<b><u>20</u></b>
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What was the biggest challenge faced this year with volunteerism and how was it solved? If the problem has not been overcome, please describe plans to address it in the future.	<b><u>20</u></b>
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**Mail this form with attachments to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## SCPTA Award of Excellence in PTSA Student Involvement

**Form must be completed and all award criteria submitted to be considered for judging. Please submit two (2) copies of your application and all supporting documentation and attachments. Application must be postmarked by March 1<sup>st</sup>. This award will be presented at the annual SCPTA Convention.**

Name of Local PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

<b>Award Criteria (100 possible points)</b>	<b>Points</b>
Did student members serve on your PTSA Board of Directors this year? (student representative, bulletin/newspaper, social committee, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Did students participate in your PTSA's Membership Development? (registration, making posters, selling memberships, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Were students involved in the Legislative Advocacy program at your school? (communicating with elected officials; planning, participating in candidate, issue forums, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Did students assist in conducting and promoting PTSA programs and meetings? (Reflections, general meetings, surveys, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Were students involved in your PTSA Ways and Means activities? (PTSA-sponsored school store, fundraising, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Did students participate in PTSA-sponsored in-school service committee work? (tutoring programs, after prom activities, Red Ribbon week, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no <b><u>10</u></b>
Using no more than three pages, 8½" x 11", double spaced, describe in greater detail how students are involved in your PTSA and how their participation has made a difference in your school. One page may be of photographs to support your application.	<b><u>40</u></b>

**Mail this form with attachments (no more than three pages) to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## Awards of Achievement Recognition for Local Units

### **SCPTA Palmetto Awards — Membership Recognition Program**

*No applications are required for this recognition program.  
Awards will be given based on the information kept in the South Carolina PTA office files.*

#### **Platinum Palmetto Award**

- 100% membership by March 1<sup>st</sup> (equals the number of students enrolled on the 10<sup>th</sup> day of school)
- 100% faculty membership by March 1<sup>st</sup> (equals the number of certified faculty employed on the 10<sup>th</sup> day of school)
- Two or more consecutive years with 100% membership status  
OR achieves a 5% increase over last year's 100% memberships reported
- Submitted all membership reports by the deadlines listed on the Membership Report Form

#### **Gold Palmetto Award**

- 100% membership by March 1<sup>st</sup> (equals the number of students enrolled on the 10<sup>th</sup> day of school)
- 100% faculty membership by March 1<sup>st</sup> (equals the number of certified faculty employed on the 10<sup>th</sup> day of school)
- Submitted all membership reports by the deadlines listed on the Membership Report Form

#### **Silver Palmetto Award**

- 75% membership by March 1<sup>st</sup> (75% of the number of students enrolled on the 10<sup>th</sup> day of school)
- 100% faculty membership by March 1<sup>st</sup> (equals the number of certified faculty employed on the 10<sup>th</sup> day of school)
- Submitted all membership reports by the deadlines listed on the Membership Report Form

#### **Bronze Palmetto Award**

- 50% membership by March 1<sup>st</sup> (50% of the number of students enrolled on the 10<sup>th</sup> day of school)
- 100% faculty membership by March 1<sup>st</sup> (equals the number of certified faculty employed on the 10<sup>th</sup> day of school)
- Submitted all membership reports by the deadlines listed on the Membership Report Form

### **SCPTA Oak Leaf Awards — Goals Recognition Program**

*SCPTA Goals Sheet must be filled out IN ITS ENTIRETY to qualify for this recognition program.  
Incomplete paperwork may result in disqualification.*

#### **Platinum Leaf Award**

- Received a score of 30 points or greater on the 2009-2010 Goals Sheet
- Goals Sheet score included required (starred) items 1-6
- Submitted copies of unit's Financial Review and new Budget by October 1<sup>st</sup>

#### **Gold Leaf Award**

- Received a score of 24 points or greater on the 2009-2010 Goals Sheet
- Goals Sheet score included required (starred) items 1-6

#### **Silver Leaf Award**

- Received a score of 18 points or greater on the 2009-2010 Goals Sheet
- Goals Sheet score included required (starred) items 1-6

#### **Bronze Leaf Award**

- Received a score of 12 points or greater on the 2009-2010 Goals Sheet
- Goals Sheet score included required (starred) items 1-6



South Carolina PTA 2009-2010 Goals Sheet

Purpose: To motivate and educate our members so that they may understand the entire parent-teacher-student program and to assist the local units in promoting a well-balanced program in keeping with the Purposes and Missions of the PTA.

Name of Local PTA/PTSA Unit \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Website \_\_\_\_\_ PTA District # \_\_\_\_\_ Council \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

SCPTA Oak Leaf Award Levels

Table with 4 columns: Award Level, Points, Award Level, Points. Includes Platinum Leaf Award (30 points), Gold Leaf Award (24 points), Silver Leaf Certificate (18 points), and Bronze Leaf Certificate (12 Points).

Goals Criteria (38 possible points)

All questions must be answered. To qualify for an SCPTA Oak Leaf Award, your unit must list your EIN number below in #5. One point will be granted for each "yes" answer, except where otherwise indicated. Deadline for entry is postmarked by March 1st.

UNITS MUST MEET THE REQUIRED (STARRED) ITEMS 1-6 TO BE ELIGIBLE TO RECEIVE ANY GOALS AWARDS.

Local Unit Operations

- List of 11 questions regarding local unit operations, including bylaws approval, budget submission, board meetings, officer elections, EIN filing, financial review, and insurance coverage.

form continued on next page...



## South Carolina PTA 2009-2010 Goals Sheet

...continued from previous page

- yes  no 12. Did your local unit encourage members to subscribe to Our Children and purchase one for the media center or teacher's lounge?
- yes  no 13. Did your local unit conduct a voter registration drive?
- yes  no 14. Was there an increase in membership from the previous year?
- yes  no 15. Did the local unit reach 100% membership? (100% is one paid membership equal to the student enrollment on the 10th day of school)
- yes  no 16. Did the local unit reach 100% faculty membership?
- yes  no 17. Did your unit report membership by using OMDR?
- yes  no 18. Were the SCPTA and NPTA communications, which were received by the local unit president and/or officers, summarized for the local unit members? How was the information distributed?

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- yes  no 19. Did the local unit hold regular membership meetings during the year? How many? Was the local unit represented at these important functions? \_\_\_\_\_
- yes  no 20. Did representatives from the local unit attend the 2009-2010 SCPTA Annual Convention?
- yes  no 21. Did representatives from the local unit attend the 2009-2010 SCPTA Legislative Conference?
- yes  no 22. Did representatives from the local unit attend the 2009-2010 SCPTA Summer Leadership Trainings?
- yes  no 23. Did representatives from the local unit attend any 2009-2010 District Conferences and/or Council Meetings? Total number of meetings held \_\_\_\_\_ Total number in attendance \_\_\_\_\_

### Program-Related Activities

- yes  no 24. Was a representative of the local unit present at school board meetings and/or other community meetings on education to keep informed on local educational issues? How many meetings were attended? \_\_\_\_\_
- yes  no 25. Are all board members of your local unit subscribers to the South Carolina PTA Bulletin?
- yes  no 26. Was there local unit participation in the promoting of the South Carolina PTA Legislative Program?
- yes  no 27. Was there local unit participation in the National PTA / South Carolina PTA Reflections Program?
- yes  no 28. Were there newsletters and/or informational flyers published by the local unit? How many? \_\_\_\_\_
- yes  no 29. Were the program topics and/or projects for the local unit planned to meet the local needs in the following areas? (½ point each, total of 9 points eligible)
 

<input type="checkbox"/> Community Education	<input type="checkbox"/> Health & Wellness
<input type="checkbox"/> Curriculum	<input type="checkbox"/> Education/Career Planning
<input type="checkbox"/> Family Issues	<input type="checkbox"/> Juvenile Protection/Child Abuse
<input type="checkbox"/> Education Legislation	<input type="checkbox"/> Parent Involvement
<input type="checkbox"/> Patriotism/Citizenship	<input type="checkbox"/> PTA Founders Day
<input type="checkbox"/> Reading	<input type="checkbox"/> Safety
<input type="checkbox"/> School Vouchers	<input type="checkbox"/> Substance Abuse Prevention
<input type="checkbox"/> TV Viewing Skills	<input type="checkbox"/> Violence Prevention
<input type="checkbox"/> Hispanic Outreach	<input type="checkbox"/> Male Involvement

**Bonus Question:** Answer question correctly and your school name will be entered in a drawing for a free school registration to the SCPTA 2010 Summer Leadership Conference.

Do you know the difference between your EIN number and your Local Unit #? Put your Local Unit # here: \_\_\_\_\_

Explain: \_\_\_\_\_

**Mail this form to the address below.  
Envelope must be postmarked by March 1<sup>st</sup> to be eligible for judging.  
Late entries and entries with more than the allowed attachments will not be judged.**



## South Carolina PTA Goals Sheet

### WHAT IS IT? WHY IS IT IN OUR AWARDS PACKET?

The Goals Sheet is YOUR PLANNING TOOL... your “guide to being a good unit.” It is used in the beginning to start to plan, used at intervals to be reminded of dated tasks or submissions, and used to suggest ideas to incorporate in the programming and activities of your unit during the year. ***It is your guide to a successful year.***

It must be postmarked and submitted to the SCPTA Office by March 1<sup>st</sup>, along with any and ALL award application entries, your 2<sup>nd</sup> Membership Dues Report, and Helen Stokes Scholarship recommendations. Think of March 1<sup>st</sup> as the postmark date “goal line” for paperwork to SCPTA, with several intermediate deadlines.

A local unit does not need to check every item to receive an Oak Leaf Certificate. If the unit does most of the items, it is awarded a *Platinum, Gold, Silver, or Bronze Leaf Certificate*, according to points accrued. This also indicates the unit accomplished the overall tasks of doing most of the actions a “good” PTA Unit should do! That unit should feel very proud of those efforts. Many units have several Oak Leaf Certificates framed and mounted in their school lobby... start your display of successful years!

**The first 6 items are starred with an asterisk ( \* ), and for good reason:** those must be completed to be “in good standing,” according to our status as a 501(c)3 Non-Profit, chartered by the IRS. The Internal Revenue Service requires PTAs, as 501(c)3s to have current unit bylaws, and to complete an Annual Financial Review.

### Goals Descriptions

1. Bylaws being current is a sign of professionalism, and also the requirement for submitting Reflections Entries to SCPTA and NPTA. It cannot be dismissed nor delayed, so act in timely manner to renew, and keep current. \*List Bylaws Date on Goals Sheet.
2. How could any unit legally start without being duly elected, or planning meetings.
5. (Employee Identification Number) was assigned to your unit by IRS, when unit was chartered. President should have, as well as Treasurer, and it should be on budget. \*List EIN Number on Goals Sheet.
6. This is part of IRS requirement, previous paragraph. No ifs, ands, or buts - your obligation to parents in your PTA. Non-negotiable. It protects the outgoing and the incoming officers mutually, by separating their activities. One, then, does not become liable for the others’ activity as unit’s officers and board. Even if officers same, money handlers will differ, so do!
7. If you have high risk activities, as carnivals, with public attending, and rides, etc.; advised.
8. Why would you, in the handling of monies, not want to be protected from loss, theft? Units are recommended to have this in place.
9. Founder’s Day: ½ goes to SCPTA and ½ goes to NPTA;  
Helen Stokes is way to honor someone special with Honorary Life Membership in PTA, and all collected goes to scholarships for Seniors all over the state;  
SCPTA Historic House Preservation Fund is made up of donations to help with maintenance, upkeep, and heating/AC replacements etc, if needed;  
SCPTA Gerry Pfaehler Endowment Fund is donations invested and the total interest is given out each year to units who write for grants. Amounts are your choice-even a minimum is fine. Helen Stokes and Endowment come back immediately to units and senior students, so are very worthy of your consideration.
10. If unit donates \$25 to Helen Stokes, unit may submit application for a deserving senior in their “feeder high school.” Elementary and Middle donating should contact High’s PTSA President, and get info to nominate a senior who attended their school. If a unit gives an Honorary Life membership, fee is \$50, and that unit may nominate two seniors without paying the 2-\$25 application fees. Most PTAs feel this fund is the win/win

form continued on next page...

## South Carolina PTA Goals Sheet

...continued from previous page

donation that gives more than once. Life Members acquire honor for someone special with their pin and certificate, plus help seniors that same year. (Forms for Life Membership, Scholarship Nominee, and Endowment are found in President's Local Unit Handbook.)#11-18: There are ideas to consider.

11. Think of it as starred and do it, as correct action!
18. Info president receives *belongs to the unit, and is to be shared...*
- 20-23. Are you attending the other levels of PTAs to learn, interact, and grow?
- 24-29. How do you learn what is current in the community, state, and nation on educational issues? This is your role and shows growth.
28. Do you generously convey to your parents what your unit is doing, has accomplished for the students, teachers, and school? The newsletter is your quiet, yet strong, voice to help them be proud and want to support your efforts. Units need to tell their stories of success, needs, and hopes. Be sure to prepare its content to be thorough, but frequent, at least monthly, so as to be current. It is a great, fairly inexpensive for its impact, PR tool!
29. These are ideas, suggestions, to include in volunteer efforts, programming for meetings, written articles in newsletters, materials distributed at meetings, announced at PTA/PTSA meetings, posted on PTA/PTSA Bulletin Boards. *When you include these in planning, you are more comprehensive in your service to the school community.* Any topics listed you include in these ways, are given ½ point on sheet. (It is not to be interpreted as devoting an entire PTA meeting to these subjects-the most misconstrued interpretation of them.) Example of Safety is volunteers helping with bus evacuation drills, or promotion of or support for the Safety Patrol program. Reading is emphasis on Reading Tutors, volunteers working with Accelerated Reader program, etc. Substance Abuse Prevention is at least the efforts to celebrate Red Ribbon Week events and programs. Other topics can be PTA Programs on healthy foods, eating choices, or bullying prevention, family issues. These are ways you help your students and parents and school, with many approaches.

**Bonus!** Unit officers need to know the distinction between EIN and Local Unit ID. Your **Local Unit #** was assigned to your unit by NPTA when you were chartered as a unit. It remains the same every year you exist in that named unit. It is referred to as your 8-Digit ID number.

### When is it used?

- 1 - Unit writes or prints (using template –ask SCPTA) on membership cards,
- 2 - It is written on Reflections Entry Form for parent permission to enter student's work,
- 3 - When unit submits Phoebe Apperson Hearst – NPTA Family-School Partnership Application, number is used, because all states submit on the same form. (SCPTA calls state winner Outstanding Unit, but entry is submitted by unit to NPTA for NPTA's "PAH winner.")
- 4 - It is number to register for NPTA School of Excellence in Parent Involvement certification,
- 5 - It is on any mailing label from NPTA to PTA President. SCPTA Office has both your numbers on file, and can provide to you.



## **SCPTA Gerry Pfaehler Endowment Fund**

### **What is the SCPTA Gerry Pfaehler Endowment Fund Grant Program?**

Thanks to the generous support of contributors, the Endowment Fund is now able to provide a limited number of grants to local PTA/PTSA units for use in innovative projects or programs. The Endowment Fund is supported solely through the donations of individuals, local PTA/PTSA units, and businesses. The Endowment Fund Contribution form may be found in the local unit president's handbook.

### **Who is eligible to receive an Endowment Fund Grant?**

All local PTA/PTSA units in good standing may apply for a 2009-2010 Endowment Fund Grant by completing the application form found in the local unit president's handbook or at [www.scpta.org](http://www.scpta.org).

### **What are the guidelines for applying?**

A grant application must be filled out in its entirety. Grant applications will be reviewed and evaluated by the Endowment Fund Committee. The project or program described in the application must relate to the goals and objectives of PTA.

### **When is the application deadline?**

All applications must be submitted by March 1<sup>st</sup>.

### **Where do I mail our Endowment Fund Grant application?**

Grant applications should be sent to Gerry Pfaehler, 1576 Sanford Road, Charleston, SC 29407-6953.

### **Is there any follow-up or evaluation of our project or program?**

At the completion of the project or program, each local unit that received an Endowment Fund Grant will receive an Endowment Fund Grant Evaluation form. Valid receipts and invoices must be attached to the completed evaluation form.

### **Where do I get more information about the Endowment Fund and its Grants?**

Pamphlets are available at South Carolina PTA conferences and conventions, or by calling Gerry Pfaehler, Endowment Fund Chairman at (843) 766-7269 (also her fax number) or the South Carolina PTA Office at (800) 743-3782.

### **Contributions 2009-2010**

Local PTA/PTSA units responded in a most positive way with contributions to the Endowment Fund last year. We are looking forward to 2009-2010 being the best year ever for the Endowment Fund. The Endowment Fund was able to provide ten (10) grants to benefit local PTA/PTSA units in 2008-2009. With your help, more grants will be available in coming years for projects in individual PTA units.

Each local PTA/PTSA unit is encouraged to budget an annual contribution. A contribution to the Endowment Fund gives you an extra point on the Goals Sheet. Each contribution will be recognized by the Endowment Fund (\$1 to \$49 - Thank You note / \$50 to \$99 - Small Plaque / \$100+ - Large Plaque). Plaques will be presented at Convention in 2010.



**SCPTA Gerry Pfaehler Endowment Fund**

**SCPTA Gerry Pfaehler Endowment Fund Contribution Form**

**PTA/PTSA Name** (as indicated on your Bylaws or Charter) \_\_\_\_\_

Mailing Address of PTA/PTSA \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ SCPTA District # \_\_\_\_\_

Name of Local Unit President \_\_\_\_\_

Phone number (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_



**Type of Contribution**

If your gift is in honor of someone, please indicate the name and address of that person. If the gift is in memory of someone, please give that person's name and the name and address of the person who is to receive the Thank You note or plaque.

**In Honor of:** Amount \$ \_\_\_\_\_ Check Number \_\_\_\_\_

Name of Person to be Honored (please print) \_\_\_\_\_

Mailing Address (Street or P. O. Box) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

**In Memory of:** Amount \$ \_\_\_\_\_ Check Number \_\_\_\_\_

Name of Person to be Memorialized (please print) \_\_\_\_\_

Name of Family Member to be Notified \_\_\_\_\_

Mailing Address of Family (Street or P. O. Box) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Please return this form by March 1<sup>st</sup> with your check (payable to SCPTA Gerry Pfaehler Endowment Fund) to:

Annette Silvernale  
Endowment Fund Treasurer  
113 Cromwell Court  
Summerville, SC 29485  
Phone: (843) 821-3515



## SCPTA Gerry Pfaehler Endowment Fund

SOUTH CAROLINA  
CONGRESS OF PARENTS and TEACHERS

JULY 2008

RE: The SCPTA Gerry Pfaehler Endowment Fund

Dear PTA Leaders:

The Endowment Fund Board of Trustees welcomes you to a new school year. Many of you have already begun planning the coming year's programs and projects for your PTA. Please remember the SCPTA offers you and your PTA many opportunities and resources to do more for children.

Since its creation in 1980, the Endowment Fund has provided thousands of dollars in competitive grants to PTAs across the state. The Endowment Fund was created for the purpose of funding worthwhile programs. These programs are developed by local units and relate to the goals and objectives of PTA. You will find the Endowment Fund Grant application included in the local unit president's handbook or at [www.scpta.org](http://www.scpta.org). Please take advantage of this wonderful PTA opportunity. Any local PTA unit in good standing may apply for a grant.

Local unit contributions have been the major source of funding for the Endowment Fund. However, we now have a Contributions Committee that is working hard to become a major source of funding to enable more help to local units for their projects. Please invest in the future of SCPTA and its work on behalf of children.

Thank you for all you do for children through PTA.

Best Wishes,

The Endowment Fund Board of Trustees



**SCPTA Gerry Pfaehler Endowment Fund**

**Grant Application**

PTA/PTSA \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip \_\_\_\_\_

Phone (h) \_\_\_\_\_ (w) \_\_\_\_\_

Email \_\_\_\_\_

SCPTA District # \_\_\_\_\_ PTA unit must be in good standing to apply.

**Return to:**  
**Gerry Pfaehler, Chairman**  
**SCPTA Endowment Fund**  
**1576 Sanford Road**  
**Charleston, SC 29407-6953**

**20 POINTS**

Describe your project/program. You may use up to two additional double-spaced typed sheets, 8½" x 11".

\_\_\_\_\_

**20 POINTS**

List up to three (3) goals you plan to accomplish with this project/program.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**10 POINTS**

Who will benefit from this project/program?

\_\_\_\_\_

**10 POINTS**

An itemized budget and a timeline showing the project/program schedule from beginning to end, but not limited to the school year, must be attached to this application.

**10 POINTS**

How will this project/program promote the objectives of PTA in your school/community?

\_\_\_\_\_

**20 POINTS**

In addition to community/school/home resources, please list any local, State, or National PTA services or resources you plan to use.

\_\_\_\_\_

**10 POINTS**

How will you evaluate this project/program?

\_\_\_\_\_

\_\_\_\_\_  
Signature of Coordinator

\_\_\_\_\_  
Signature of PTA President

**MAIL THIS APPLICATION WITH ATTACHMENTS TO THE ENDOWMENT FUND CHAIRMAN,  
POSTMARKED BY MARCH 1, 2010.**

## **Helen Stokes Memorial Scholarship Fund**



Helen Rhead Stokes  
SCPTA President 1953-1956

### **History**

The Helen Stokes Memorial Scholarship Fund was started in 1956 as a tribute to the South Carolina State President, Helen Stokes. Mrs. Stokes suggested to the state board that instead of a departing president's gift, a scholarship fund be established to encourage graduating South Carolina high school seniors to enter the teaching profession. Her husband, Dr. J. Howard Stokes Sr. offered to match the money contributed by the board and the fund was established.

Over the past 50 years, the fund has sponsored many South Carolina students by awarding them grants to help with the cost of their education. The fund is financed through Honorary Life Membership awards, local unit contributions, memorials, sponsorship of applicants, and corporate gifts. The number of scholarships and amount of each scholarship is directly related to the amount of money taken into the fund each year. A committee of five members from the SCPTA board of directors is responsible for the administrative duties of the fund and awarding of scholarships.

### **Eligibility**

1. Scholarship applicant must be a senior at a South Carolina high school.
2. Applicant must be a South Carolina resident for at least one (1) year.
3. Applicants will be judged on the following criteria: academic record, extracurricular activities, letters of recommendation, SAT/ACT scores, and an essay.
4. Recipients must plan to attend an accredited 4 year college/university, or an accredited technical college in South Carolina.
5. Scholarships are for one (1) year and will be sent directly to the school in 2 payments. (½ for Fall Semester, ½ for spring semester.) If the applicant fails to matriculate for the spring semester, the grant will be forfeited.
6. The Helen Stokes Scholarship committee shall review all applications and shall have full authority to grant scholarships. All decisions of the committee are final.
7. All applications MUST be accompanied by a recommendation from a local PTA/PTSA in good standing with the SCPTA. (If an applicant attends a high school without a PTA, the student may be sponsored by any elementary, middle or junior high school which is considered a feeder school of that high school.)
8. The PTA/PTSA recommending the applicant must contribute at least \$25.00 per applicant before March 1 of the current year to the Helen Stokes Memorial Fund. PTA/PTSA units must also be in good standing with the SCPTA to sponsor a student. Note: Honorary Life Membership award contributions may be used toward sponsoring a student.
9. A separate Helen Stokes Memorial Scholarship Fund application form is included in this handbook and on the SCPTA website—[www.scpta.org](http://www.scpta.org).



**Helen Stokes Memorial Scholarship Fund**

**Application**

**(Must be postmarked by March 1<sup>st</sup>)**

To be considered for the Helen Stokes Scholarship the following items must be submitted together in one envelope:

1. Complete application form
2. Transcript of grades
3. Two (2) academic letters of recommendation (Principal, Teacher, Counselor)
4. One (1) Character letter of recommendation (Pastor, Employer, etc.)
5. Letter of sponsorship from a SC PTA/PTSA unit in good standing with the SCPTA, and \$25.00 contribution to the Helen Stokes Scholarship fund. This can be in the form of a Life Membership.
6. Essay

.....

**STUDENT COMPLETES THIS SECTION**

**Personal Data** *(Please print clearly)*

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip code \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Student's SSN \_\_\_\_\_

Parent or Guardian \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

**School Data**

Name of High School \_\_\_\_\_ Graduation date \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip code \_\_\_\_\_

College Choices *(in South Carolina)* \_\_\_\_\_

Extra-curricular Activities \_\_\_\_\_

Offices or leadership positions held \_\_\_\_\_

School clubs, organizations, sports, fine arts, etc. in which you actively participated \_\_\_\_\_

\_\_\_\_\_



Helen Stokes Memorial Scholarship Fund

Application (continued)

List any honors or awards received in high school \_\_\_\_\_

Describe any community service, or special interests you have outside of school \_\_\_\_\_

List any scholarships you have currently received \_\_\_\_\_

List other members of your household; give age of each and school or college (if any) \_\_\_\_\_

.....

GUIDANCE COUNSELOR COMPLETES THIS SECTION

Please submit

- 1. Student transcript of grades
2. SAT Scores \_\_\_\_\_ ACT Scores \_\_\_\_\_
3. GPR/GPA \_\_\_\_\_
4. Class Rank \_\_\_\_\_ out of \_\_\_\_\_
5. School Phone (\_\_\_\_) \_\_\_\_\_

Signature of Guidance Counselor \_\_\_\_\_ Date \_\_\_\_\_

.....

ESSAY: To be completed by the student in 250 words or less

“The Importance of Parent Involvement in Education”

Name of local PTA unit sponsor \_\_\_\_\_

\$25.00 Contribution Enclosed: [ ] YES [ ] NO (if no, please explain)

Mailing information

All applications and attachments must be postmarked by March 1st. Mail all Applications and sponsorship checks to:

Helen Stokes Scholarship
SC PTA
1826 Henderson St.
Columbia, S.C. 29201

Attachments will not be returned.



## **SCPTA Honorary Life Membership**

### **What Is The Honorary Life Membership?**

An Honorary Life Membership in the South Carolina PTA is the highest honor that can be bestowed on an individual by the South Carolina PTA. It can be given by a local unit, council, district, or the South Carolina PTA Board of Directors to honor any person who has supported the purposes of the PTA/PTSA through their efforts and endeavors to promote the welfare of children and youth in South Carolina.

### **Who Should Be Considered For A Life Membership?**

Many local units recognize out-going presidents, teachers, principals, community leaders, or their volunteer of the year. Units also express sympathy by giving the award "in honor of" or "in memory of" an individual.

### **What Is Included In The Award?**

- The honoree will receive a sterling silver Life Membership pin
- The honoree will receive a wallet sized Life Membership card
- (Please note: The Life Membership does not entitle the honoree to hold life membership in a local unit, he or she must continue to pay local unit dues to be an active PTA member.)
- The honoree will receive a certificate signed by the SCPTA President announcing the Life Membership Award.

### **Cost of the Life Membership Award**

The cost of the Life Membership Award is \$50. All funds generated from the Life Membership Award are designated to the Helen Stokes Memorial Scholarship Fund. Honorary Life Memberships are a major support for the Helen Stokes Memorial Scholarship Fund. This fund awards scholarships to deserving South Carolina high school Seniors who pursue post-high school education.

**When your unit holds its planning session this summer, please consider budgeting money for one or two life membership awards in your budget.**

**Please see the next page for the Honorary Life Membership Award order form.**



**SCPTA Honorary Life Membership**

**South Carolina PTA Honorary Life Membership Award Form**

HONORARY LIFE MEMBERSHIP in the South Carolina PTA is \$50.00.

Enclosed \$ \_\_\_\_\_ for \_\_\_\_\_ Life Membership(s)

\$ \_\_\_\_\_ If ordered by mail, please add \$3.00 for postage.

Total Enclosed \$ \_\_\_\_\_

Please make all checks payable to Helen Stokes Memorial Fund.

Send checks and this form to: Life Membership Award Request  
SCPTA  
1826 Henderson Street  
Columbia, S.C. 29201

**Information on Honoree(s):**

Name of Sponsoring Unit \_\_\_\_\_

Name of Honoree \_\_\_\_\_

Name of Honoree \_\_\_\_\_

Name of Honoree \_\_\_\_\_

**Address where the award is to be sent:**

Name \_\_\_\_\_ Phone #( \_\_\_\_\_ ) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip code \_\_\_\_\_



## SCPTA Spirit of PTA Award

### What Is the Spirit of PTA Award?

The Spirit of PTA Award was created to recognize exceptional elementary, middle, and high school students who have made a difference in their schools and/or communities through service, advocacy, and/or educational activities... *the Spirit of PTA!* Any local unit, PTA Council, PTA District, or the South Carolina PTA Board of Directors can present this award to a deserving student. The student will be recognized at the SCPTA Annual Convention. All proceeds go directly to the Helen Stokes Memorial Scholarship Fund.

### Who Should Be Considered For a Spirit of PTA Award?

Any student may be nominated. Students who have shown the Spirit of PTA by engaging in and/or leading activities that promote the objectives of the PTA are especially deserving of this recognition. Also, many local PTSA units use this award to recognize graduating Seniors or student members of their Board of Directors.

### Cost of the Life Membership Award

The cost of the Spirit of PTA Award is \$10. All funds generated from this award are designated to the Helen Stokes Memorial Scholarship Fund. This fund awards scholarships to deserving South Carolina high school Seniors who pursue post-high school education.

### Please complete the following section for each honoree

Name of Honoree \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Honoree's Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

School Name \_\_\_\_\_ PTA District # \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_, SC Zip Code \_\_\_\_\_

Name of PTA/PTSA submitting nomination \_\_\_\_\_

Name of PTA President \_\_\_\_\_ Phone # \_\_\_\_\_

Elementary School     Middle School     High School     Other \_\_\_\_\_

- A donation of \$10 per student award must accompany this form.
- Please make all checks out to the Helen Stokes Memorial Scholarship Fund.
- All award applications and checks must be received at the SCPTA office on or before March 1 to be included in the SCPTA Annual Convention program.

Please return this form and your check (made out to the Helen Stokes Memorial Scholarship Fund) to the South Carolina PTA Office address below. **Please feel free to duplicate this form for additional applicants.**

**When your unit holds its planning session this summer, please consider budgeting money for one or two Spirit of PTA Awards in your budget!**