



South Carolina PTA 2017-2018 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 Mission, Vision, Values, and Purposes of PTA.

Name of Local PTA/PTSA Unit _____

School Address _____

City _____, SC Zip Code _____

School Website _____ PTA District # _____

Name of PTA President _____ Phone # _____

Email Address of PTA President _____

SCPTA Oak Leaf Award Levels

Platinum Leaf Award	40 points	Silver Leaf Certificate	24 points
Gold Leaf Award	32 points	Bronze Leaf Certificate	16 Points

Goals Criteria (48 possible points)

*All questions must be answered and all blanks filled in. Incomplete entries will result in disqualification. 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 "YES" REQUIREMENT ON THE STARRED ITEMS BELOW (QUESTIONS 1-8) AND MUST ACCURATELY COMPLETE THE ACCOMPANYING BLANKS TO BE ELIGIBLE FOR AWARDS.

Local Unit Operations

- yes no *1. A. (New Units only) – Were the local unit’s bylaws filed and approved by the SCPTA Bylaws Chairman before March 1st? **Date Bylaws Approved:** ____/____/____
B. (Existing Units only) – Is the approved date on the local unit’s bylaws within the last three years and after March 1, 2015? **Date Bylaws Approved:** ____/____/____
- yes no *2. Is the local unit’s EIN on file with the state office? **List EIN Here:** _____
- yes no *3. Were the local unit’s officers and chairmen elected in accordance with the local unit’s bylaws?
- yes no *4. Did the local unit’s board hold an orientation/planning meeting before the start of the school year?
- yes no *5. Did the local unit submit to the state PTA office by October 1st a copy of the SCPTA Financial Review Report and the unit’s final budget report following the end of the 2016-2017 fiscal year?
- yes no *6. Did the local unit submit to the state PTA office by October 1st a copy of the 2017-2018 budget and minutes, presented and adopted by the general membership in accordance with the unit’s bylaws?
Note: The budget should include expense allowances for the board to attend the SCPTA Convention, Summer Leadership Training, the Legislative Conference, District conferences and any other scheduled SCPTA meetings.
- yes no *7. Did the local unit file a Form 990, Form 990EZ, or Form 990-N (e-postcard) with the IRS by November 15th and submit a copy to the state PTA office by December 1st for the previous year?
- yes no *8. **Did the local unit submit a Local Unit Membership and Dues Report form for the required dates: Oct. 1, Dec. 1, March 1, to be eligible for awards?**
- yes no 9. Did the local unit plan and promote a PTA membership campaign, reaching out to families, students (for PTSAs), faculty and staff, and local community members?
- yes no 10. Did the local unit see an increase in PTA membership from the previous year?

INFORMING

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1826 Henderson Street
Columbia, SC 29201

Website: www.scpta.org
Email: office@scpta.org

Office: (803)765-0806

SOUTH CAROLINA PTA



- yes no 11. 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 12. Did the local unit reach 100% of certified faculty membership?
- yes no 13. Did the local unit report membership by using the SCPTA spreadsheet or some other form?
- yes no 14. Did the local unit hold regular membership meetings during the year? How many? _____
- yes no 15. Does the local unit currently have fidelity bond insurance (recommended by NPTA Money Matters)?
- yes no 16. Does the local unit currently have fidelity bond coverage on its officers?
- yes no 17. Has the local unit made a contribution to any of the following? (1 point each, total of 3 points eligible)
- Helen Stokes Memorial Scholarship Fund
 - SCPTA Gerry Pfaehler Endowment Fund
 - SCPTA Historic House Preservation Fund
- yes no 18. Did the local unit sponsor a Helen Stokes Memorial Scholarship candidate?
- yes no 19. Did the local unit conduct a voter registration drive?
- yes no 20. Did the local unit encourage members to go online to read *Our Children* magazine.
- yes no 21. 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?
-
- yes no 22. Did representatives from the local unit attend the 2016-2017 SCPTA Annual Convention?
- yes no 23. Did representatives from the local unit attend any 2017-2018 SCPTA Regional Leadership Training?
- yes no 24. Did representatives from the local unit attend the 2017-2018 SCPTA Legislative Conference?
- yes no 25. Did representatives from the local unit attend any 2017-2018 District meetings?
Total number of meetings attended _____ Average number in attendance _____
- yes no 26. Did representatives of the local unit attend school board meetings and/or other community meetings on education to keep informed of local educational issues? How many meetings were attended? _____
- yes no 27. Did the local unit participate in joining & promoting the South Carolina PTA Advocacy Program?
- yes no 28. Did the local unit participate in the PTA Reflections Program and submit entries to the District, and/or State PTA for judging?
- yes no 29. Did the local unit provide newsletters and/or informational fliers for its members?
- yes no 30. Did the local unit plan or promote programs and/or projects for its members in the following areas of enrichment, education, and engagement? (½ point each, total of 9 points eligible)
- | | | |
|--|--|---|
| <input type="checkbox"/> Academic Enrichment | <input type="checkbox"/> Arts in Education | <input type="checkbox"/> Community Involvement |
| <input type="checkbox"/> Curriculum Issues | <input type="checkbox"/> Education/Career Planning | <input type="checkbox"/> Education Legislation |
| <input type="checkbox"/> Family Issues | <input type="checkbox"/> Health & Wellness | <input type="checkbox"/> Diversity Outreach |
| <input type="checkbox"/> Juvenile Protection/Child Abuse | <input type="checkbox"/> Male Involvement | <input type="checkbox"/> Family Engagement |
| <input type="checkbox"/> Patriotism/Citizenship | <input type="checkbox"/> PTA Founders Day | <input type="checkbox"/> School Vouchers |
| <input type="checkbox"/> Substance Abuse Prevention | <input type="checkbox"/> Social Media Awareness | <input type="checkbox"/> Violence Bullying/Prevention |
- yes no 31. Did the local unit participate in, apply for, or utilize the resources of any of the following PTA programs, grants, and partnerships? (½ point each, total of 8 points eligible)
- | | | |
|---|--|--|
| <input type="checkbox"/> PTA Goes to Work | <input type="checkbox"/> PTA Spanish publications | <input type="checkbox"/> Every Child in Focus |
| <input type="checkbox"/> PTA Healthy Lifestyles | <input type="checkbox"/> PTA Teacher Appreciation Week | <input type="checkbox"/> Family First and NPTA |
| <input type="checkbox"/> PTA Healthy Lifestyles Grants | <input type="checkbox"/> PTA Three For Me | <input type="checkbox"/> Family Reading Experience |
| <input type="checkbox"/> The Official Back-to-School Kit | <input type="checkbox"/> Local Leader Resource Bank | <input type="checkbox"/> E-Learning Courses |
| <input type="checkbox"/> PTA Life Achievement Award | <input type="checkbox"/> Mary Lou Anderson grants | <input type="checkbox"/> Phoebe Apperson Hearst Awards |
| <input type="checkbox"/> PTA Military Alliance | <input type="checkbox"/> Bullying: Connect for Respect | |
| <input type="checkbox"/> Take Your Family to School Week | <input type="checkbox"/> PTA School of Excellence Enrollment | |
| <input type="checkbox"/> PTA National Standards for Family-School Partnerships Implementation Guide | | |

Scan or mail this form to the address below. Envelope must be postmarked by March 1st to be eligible for judging.

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