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Introduction to Membership

The strength of your PTA lies in its membership—the parents, teachers, school administrators, business leaders, and community members who devote themselves to making a positive difference in the lives of children. Members are the lifeblood of Utah PTA by providing the passion, leadership, and hard work needed to fulfill Utah PTA’s Mission.

Every individual who joins PTA is giving something, not only to his or her child but to every child. Imagine how much stronger your community could be if every parent, every community member, and every business leader who could be involved in PTA did get involved.

Attracting new members and retaining current ones are among the most important duties of a PTA. A strong membership is essential for PTA to be a force in decisions involving the welfare and education of children. But a thriving membership doesn’t just happen; it requires good planning and year-round attention from leaders like you.

Your PTA should plan and hold a kickoff membership campaign during Back-to-School and then continue membership recruitment efforts throughout the year. Every PTA event is an opportunity to recruit new members, and every participant is a potential PTA member or supporter! Successful membership recruitment drives are essential to bring new volunteers and excitement to your PTA.

September is Utah PTA Membership Month and PTAs everywhere will be launching local membership campaigns. The campaigns will build on the excitement of children going back to school and encourage parents to get involved in their children’s lives. Utah PTA Membership Month provides an opportunity for PTAs across the state to create joint membership events in our communities.

January is another important back-to-school period and a great time to recruit new members. Parents are resolved to be more involved, and new families may have moved into the community. The PTA January Membership Campaign, with its theme of “New Year...New Opportunities,” plays on people’s optimism that the new year brings new opportunities to improve themselves, their lives, and the world around them—reminding parents that it’s not too late to join PTA to make a real difference for their children and schools in the current school year.

Many PTAs run only one membership campaign a year – in the fall. But those PTAs that run more than one campaign a year have, on average, 20 percent more members. That’s because potential members have more opportunities to say “yes” to becoming a member. Nationwide, approximately 18 percent of PTA members join in January and February, second only to the traditional, fall back-to-school campaign period.

As part of the effort to increase parent involvement, Utah PTA has put together membership campaign ideas and customizable marketing tools to help each PTA reach out to new members during Utah PTA Membership Month, the January Membership Campaign, and year-round. These materials are available at www.pta.org. Additional tools and resources to help you develop programs and increase participation in your local PTA are available in the PTA Back-to-School Kit, on the PTA national website, www.pta.org.

Guidelines for the Membership Chair

Responsibilities of the Membership Chair

The membership chair is responsible for facilitating the work of the membership committee and ensuring timely, accurate communication with other PTA committees and officers. The membership chair and committee should develop a membership growth plan that will direct the activities of the committee. This plan will create membership recruitment and retention strategies that will lead to overall membership growth. Other responsibilities of the chair include:

- Attend scheduled meetings as determined by the local President, including leadership and membership training at the Utah PTA Leadership Convention for training and information.
- Know your council, region, and state membership representatives.
- Create and lead the membership committee in development efforts to reach membership recruitment and retention goals.
- Follow state membership calendar and time line.
- Conduct a membership drive with an effective membership campaign. An effective campaign can strengthen current members' perception of the value of belonging to the PTA. Your members will find out what your PTA/PTSA is all about, and they will see firsthand that PTA/PTSA can effectively accomplish its goals. Incorporating their ideas also demonstrates the PTA's interest in members' opinions, skills, and knowledge, and shows individual members how they can be advocates and be a voice for all children.
- Distribute membership cards to local members (You will receive these from your council president or region director).
- Maintain accurate membership records and relevant information on the Membership Committee work.
- Maintain Membership procedure book which includes:
 1. Local Bylaws
 2. Local PTA Calendar
 3. Committee List
 4. Membership Roster
 5. Campaign
 6. All Membership Information
- Work with the council, region, and Utah PTA membership chairs to ensure membership goals are being met.
- Check Utah PTA website: www.utahpta.org for membership updates.
- Adjust local dues according to Utah and National PTA dues increases, by following the appropriate procedure.
- Apply for Utah PTA membership awards.

Develop a Membership Committee

- The goal of the membership committee is to build an informed, active membership that supports the mission, purposes, policies, and programs of the PTA. Under the direction of the membership chair, the committee should develop a membership recruitment and retention plan that emphasizes a year-round effort to involve new members. Well thought-out committee plans made early and carried out with enthusiasm and imagination throughout the year will contribute to the success of membership development.

Committee Size

- The size of the committee will vary, depending on the needs of the local PTA.
- Most membership committees will include from 3 to 10 members.

Committee Composition

- Local PTA membership committees should include parents, teachers, and principal.
- Local PTSA committees should have at least one student on their Board.
- Local membership committees should include a representative from all areas of the local school community.

The Membership Committee May Include:

- Principal—to provide administration assistance.
- Treasurer—to coordinate collection and remittance of dues.
- Publicity Chair—PTA PR.
- Program Chair—to coordinate school events and membership opportunities.
- Hospitality Chair—to welcome and greet everyone at meetings and all school functions.
- Teacher VP—to promote faculty involvement.
- Student Representative—to promote student membership in PTSA.
- Community Representative—to reach out to supportive business/partnerships.
- Parent—to assist with friendly personal invitations and phone call follow-up.
- Engaging Minority Leaders (EML) Representative to reach out to all parents

Utah PTA Membership Information

Dues

Local dues vary according to local PTA bylaws. Council dues vary according to council bylaws. Utah PTA and National dues are established by vote of the delegates at Utah PTA Business and Resolutions Meeting at the Leadership Convention and National PTA Convention. Dues cover costs of printing, mailing, leadership training, developing programs, and maintaining Utah PTA and National PTA offices. **Membership dues are not fundraisers.** Dues sustain the function and purposes of PTA.

Accurate Records

- The Membership Chair keeps an up-to-date roster of PTA members.
- Reasons for keeping the roster are:
 1. Copies for president, secretary, and treasurer
 2. Email lists
 3. Informing members
 4. Voting (if they forgot their card)
 5. Nominating committee use

Membership dues must be received at the Utah PTA office by the 25th of every month and...

- By September 25 to be eligible for the Early Bird Award.
- By December 1 to qualify for Reflections, other Utah PTA programs, and to receive sales tax refunds.
- By February 1 of the current year to be a PTA in good standing on Utah PTA records and to be eligible for the Double Your Membership, 100% Faculty, Administration & Staff, Men Engaged in PTA, Membership Campaign, and PTSA Super Student Membership Awards.

Year-Round Schools

A year-round school may designate its enrollment month and “membership year” according to its calendar, as long as Utah PTA remittance dates are met.

Year-round schools may contact their region director to receive membership cards as early as possible.

If the school has several tracks (for example, there are four tracks in the 45-15 plan), the annual membership drive should be extended to allow sufficient time for parents from all tracks to join. If annual enrollment is conducted in the summer, date the membership cards with the appropriate month.

Membership Envelopes

Membership Envelopes are available at the Utah PTA office or the Utah PTA Leadership Convention. They are \$15 per box of 500.

New Local PTA Packet

A new local PTA packet is available at the Utah PTA office. To receive a copy call the Utah PTA office at 801-261-3100.

Back-to-School Kit

Each local president should receive this kit of resources in the fall from National PTA. Be sure Utah PTA has the new local president’s information (name, address, phone number, and email) in May.

Membership Calendar, Time Line & Ideas

Membership

Membership is a year-round activity. Continually invite individuals to join and become involved. One membership represents one more parent involved in a child's life. The more members you have, the larger your local PTA voice. You can send one delegate for every 25 members to vote at Utah PTA convention.

May - August

- Attend Utah PTA Convention in May for membership training and information.
- Purchase membership envelopes at convention or at Utah PTA office (\$15 per box of 500).
- Study the actions of previous year's membership committee in procedure book.
- Contact your PTA Council/Region for current membership information and PTA material.
- Receive your membership cards from your region or council.
- Adopt Utah PTA's membership theme or develop your own.
- Create a membership calendar with Utah PTA deadlines for remittance of membership dues and application for membership awards. Also include a directory of school and PTA/PTSA events and activities.
- Be aware of information available from National and Utah PTA in Spanish and English.
- Meet with membership committee and develop a membership campaign plan.
- Present a year-round membership plan and budget to the executive committee for approval.
- Attend the first faculty meeting at your school with your PTA President. Ask for five minutes to introduce yourself and talk with the staff about PTA/PTSA. Ask for input on what the faculty would like to see happen in the coming school year. Before you leave ask them to join and remind them that the "T" in PTA stands for "Teachers." Leave membership envelopes and brochures with them.
- Plan a membership promotion campaign for your Back-to-School Night/Open House. Announce your theme for the year.

September - October

- Send membership to Utah PTA by the 25th of every month.
- Ask your Mayor to proclaim September as "PTA Membership Month." Make a copy of the proclamation and give to Council/Region to send on to Utah PTA.
- Kick off your membership campaign by providing information about PTA's mission, purposes, and activities to all parents and the local media. Include information in the PTA/PTSA or school newsletter, local newspaper, public service announcements, and public bulletin boards. Translate articles into other languages as needed.
- Send a letter of invitation along with the membership envelope, home with all students for family members to join PTA/PTSA. Translate invitations accurately as needed.
- Encourage the return of all membership envelopes whether they choose to join or not. Recognize all students for their efforts. You may honor the classes that have 100 percent envelopes returned.
- Use your campaign opportunity to welcome everyone, encourage involvement, and provide information about PTA/PTSA programs, events, positions, and advocacy efforts. Discuss the benefits and the value of belonging to PTA/PTSA. Continue building and demonstrating the partnership between the school and community with PTA/PTSA.
- September 25 - deadline for the Early Bird Award.

November - December

- Send membership to Utah PTA by the 25th of every month.
- Reach out to those who have not yet joined PTA/PTSA by making a personal contact.
- Check school calendar for upcoming events and

programs where you can set up a membership table.

- Update your membership growth display.
- Request additional membership cards from your region or council if needed.
- Keep your members informed through emails, newsletters, fliers, and notes. Let them know they are valued as a member of your PTA.
- Send membership to Utah PTA by December 1 to be eligible for Reflections, Awards, and sales tax refund.
- Update the membership roster and provide a copy to the president, secretary, treasurer, council, and region.
- Provide a membership roster for the nominating committee.

January - February

- Send membership to Utah PTA by the 25th of every month.
- Update the membership display board.
- Remember, retaining members is important. Contact and inform members regarding PTA and the value of belonging.
- Deadlines for Membership Campaign Award, Men Engaged in PTA, 100% Faculty Administration & Staff, PTSA Super Student Membership Award, and Double Your Membership Award are March 1st.
- Check with the principal to verify if registration for next Fall will be by mail or in-line, that PTA membership will be included

March - April

- Review and update the records of membership activities.
- Send membership dues to Utah PTA the **25th of every month**.

May - June

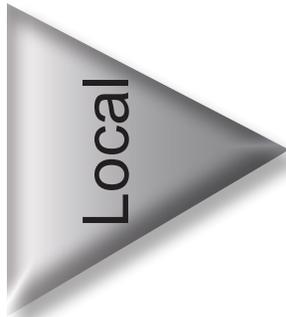
- Celebrate PTA/PTSA accomplishments. Organize a special event or coordinate it with another event to recognize your membership and those that participated.
- Organize an appreciation event for all PTA volunteers.
- Encourage new membership chair to attend pre-convention orientation, Utah PTA Leadership Convention, and post-convention training to network and gather all new membership information.

- Prepare procedure book to be passed on to incoming membership chair.
- Orient next year's membership chair prior to convention and turn over all records and the procedure book.

Kickoff and Membership Ideas

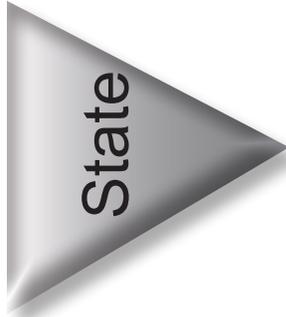
- Send PTA/PTSA mailings home in the spring from the school, including PTA/PTSA information.
- Give the faculty members who join a survival kit (full of goodies) to get them through the first day of school.
- Contact the local Headstart school about PTA.
- Help with a Kindergarten Round-Up in your school. Send out PTA information to the parents and new students.
- Check with your school to see if they have a mailing going out. Ask if you can include the PTA membership envelope, brochure, and sign-up sheet for PTA. Secondary PTSAs may consider collecting membership dues with registration.
- Ask your ELL (English Language Learners) teacher or EML Representative to help facilitate a special membership night for non-English-speaking parents.
- Reach out to your school and community by sending letters of invitation to inform or give presentations to teachers, administrators, school board members, community members, chamber members, Lion's Club, Kiwanis, senior citizens, etc. Encourage businesses to join a PTA/PTSA of their choice.
- Create and display membership posters and bulletin boards in the school to promote the PTA membership theme throughout the year in programs and activities.
- Sponsor a PTSA dance. The ticket into the dance automatically signs them up as PTSA members.
- For more ideas please see the Utah PTA Membership Handbook, www.utahpta.org, or www.pta.org.

Utah PTA Membership Advantages



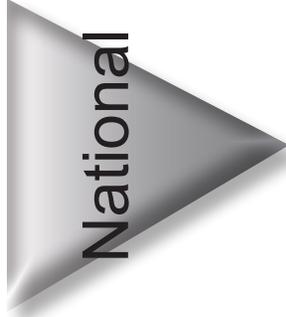
Local

1. The nominal yearly dues support the local, council, state and national PTA and are not a fundraiser.
2. Membership that extends locals' influence beyond their community, helping to secure state and national action for the benefit of all children.
3. A proven organization of volunteers that unite to provide help, resources, and support for students, parents, teachers, administrators, and schools.
4. A local organization that provides information, resources, and a variety of programs and activities to enhance the education of children and youth.
5. Local leadership training: Leadership Convention, Local Leader Handbooks, local PTAs field service, Emerging Minority Leaders, financial training and oversight, newsletter, etc.
6. Advocacy: A united voice for all children in local communities. Member-to-member Network, Advocacy Conference, PTA Day at the Capitol, etc.
7. Local and state award recognition opportunities, etc.



State

1. Operating dues from local PTAs set at \$1.75 per member to support Utah PTA functions, resources, programs, and activities.
2. State-wide leadership training: child advocacy; Local, Council and Region leadership, Leadership Convention, eNewsletter, website: www.utahpta.org, etc.
3. Advocacy: a united voice for all children at state legislative and executive levels of government. Member-to-member network, Advocacy Conference, oversight of school Trust Lands, PTA Day at the Capitol, etc.
4. State-sponsored programs that enrich the lives, talents, and interests of students; Reflections, Battle of the Bands, Gold Medal Schools, Hope for Tomorrow, Red Ribbon Week, Teen Dating Violence Awareness, etc.
5. State and National award recognition opportunities: Outstanding Volunteers, Educators, Administrators, PTA members, etc.
6. Scholarships for students; grants to locals to assist in arts education.
7. Representation at National PTA Conventions concerning Utah PTA members' concerns and issues.
8. Representation on boards and committees with cooperating partners and agencies for children.



National

1. Operating dues from local PTAs are set at \$2.25 per member to support National PTA functions, resources, programs, and activities.
2. Advocacy: a united voice for all children at national legislative and executive levels of government.
3. Nation-wide training sessions & workshops for Local & State leaders and members.
4. National resources for all PTA leaders, members, and parents.
5. National member-to-member network for information and input on child advocacy issues.
6. Member benefits: discounts on goods and services from member benefit providers.
7. E-Newsletters: PTA Parent, Local Leader News, Partners in Leadership, This Week In Washington, PTA Benefits, etc.
8. Website: www.pta.org; parent resources, e-learning courses, webinars, etc.
9. National Programs: Take Your Family to School Week, Reflections, 3 for Me, etc
10. National Awards: Unit Award, \$1897 Awards, Excellence in Education Partnership Award, membership awards, etc.

Utah PTA Membership Enrollment

Name of Local PTA: _____ Council: _____ Region: _____

Name of PTA Member, Teacher, Administrator, Staff	Address	Phone Number
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:
Name:		Home:
E-mail:		Work/Cell:



Remittance Form
STATE & NATIONAL
MEMBERSHIP DUES
2017-2018

Region: Council: Date:

PTA Name:

PTA Unit ID Number:

Local PTA President:

Phone: Email Address:

Check One: Elementary Middle Jr. High High School

X \$2.25 (National PTA Dues) = \$
of Members

X \$1.75 (Utah PTA Dues)= \$
of Members

Total Remittance: \$

Membership dues should be remitted by the 25th of each month.
Please make one check payable to Utah PTA for Total Remittance amount above.
Membership dues should be paid by a PTA check. No cash or personal checks.
Mail completed form to:
Utah PTA
5192 S. Greenpine Drive, Salt Lake City, UT 84123-4606

The enclosed dues cover the period from to

Remitted on (date) By check number

Local PTAs must remit all current memberships by November 25th in order to participate
in Utah PTA programs. The Early Bird Award deadline is September 25.

Send To: Utah PTA



Remittance Form
COUNCIL MEMBERSHIP DUES
2017-2018

Region: _____ Council: _____ Date: _____

PTA Name: _____

PTA Unit ID Number: _____

Local PTA President: _____

Phone: _____ Email Address: _____

Check One: Elementary Middle Jr. High High School

_____ X Council Dues @ \$ _____ = \$ _____
of Members

Council dues remitted on _____ (date) by check number _____

Mail this completed form and check to Council President or Treasurer.

This form is only to be used by PTAs that are organized in councils.
The council dues amount is determined by the council bylaws.
Please check with your council for the correct amount.

Send To: ▼ Council ▼

Utah PTA Membership Awards Information

The purpose of Utah PTA Membership Awards is to help increase membership by serving as a motivational incentive and provide a meaningful reward to those schools who have promoted membership throughout the year. Award applications can be found on the Utah PTA Website: www.utahpta.org. Local PTAs will submit award forms to their council, where councils will honor award recipients, and councils will submit award forms to region where regions will honor award recipients and send to state.

Please apply for many awards. Each award application should include a separate application form. Please remember to keep a copy of your application and supplemental materials. Applications will not be returned.

Early Bird Membership Award

No application is required. Local membership dues must be mailed to the Utah PTA office and postmarked before the due date of September 30th to be eligible. Recipients will receive a certificate in a region meeting.

Double Your Membership Award

Local PTAs and PTSAs may apply. Awarded to any local PTA (that has been organized for minimum of one year), for doubling their membership within one year. The local PTA membership representative must submit an application to receive the award. The application, along with a copy of the PTA's membership numbers must be submitted to the Utah PTA office, postmarked before March 1st. Recipient will receive one complementary registration to Utah PTA Leadership Convention for their PTA.

Membership Campaign Award

Local PTAs and PTSAs may apply. Awarded to one local PTA for their outstanding membership campaign. The local PTA membership representative must submit an application to be considered for the award. The application, along with copies of all local PTA membership promotion materials used during the year-long campaign, including; fliers, letters, articles, incentive ideas, and any other Public Relations material created to the Utah PTA office, postmarked before March 1st. Recipient will receive one complementary registration to Utah PTA Leadership Convention for their PTA.

Men Engaged In PTA Award

Local PTAs and PTSAs may apply. Awarded to any local PTA with 40% or more male membership. The local PTA membership representative must submit an application to receive the award. The application along with a copy of your PTA's membership list must be sent to the Utah PTA office, postmarked before March 1st. Recipients will receive the award in a region meeting.

PTSA Super Student Award

Local PTSAs may apply. Awarded to any local PTA with 40% or more student membership. The local PTA membership representative must submit an application to be considered for the award. The application, along with a copy of the PTA's membership numbers showing the increase, must be sent to the Utah PTA office, postmarked before March 1st. Each unit that applies will receive one complimentary registration to the Youth Leadership Conference. The school with the highest percentage of student members will also receive a traveling trophy ("the Student Cup") to keep for the following school year. This award will be announced at the Utah PTA Leadership Convention.

100% Faculty, Administration, And Staff Membership Award

Local PTAs and PTSAs may apply. Awarded to any PTA that has a 100% membership of their full-time faculty, administration, and school staff. The local PTA membership representative must submit an application to receive award. The application along with a copy of your faculty membership must be submitted to the Utah PTA office, postmarked before March 1st. Recipients will receive will receive one complementary registration to the Utah PTA Leadership Convention Registration for their PTA.

Double Your Membership Award Application

Local PTAs and PTSAs may apply. Awarded to any local PTA (that has been organized for a minimum of one year) for doubling their membership within one year. The local PTA membership representative must submit an application to receive the award. This application, along with a copy of the PTA's membership numbers must be submitted to the Utah PTA office, postmarked before March 1st. Recipient will receive one complimentary registration to the PTA Leadership Convention for their PTA.

Membership Campaign Title (if applicable) _____

Local PTA _____ Council _____ Region _____

School Name _____

PTA President _____

Address _____

City _____ Zip _____

Phone _____ Email _____

Membership Representative/VP/Chair _____

Address _____

City _____ Zip _____

E-mail _____ Phone _____

Total membership for last year (July-June): _____

Total membership for this year (July-current): _____

This is an increase of _____ members over last year.

(Continued on Reverse)

During the selection process we will be looking for outstanding nominations from both secondary and elementary PTAs.

Please answer the following questions. Must be typed. Two pages or less, front and back.

1. State your membership goal for the year.
2. Describe how you promoted the membership campaign. List any steps you used to plan, coordinate, and conduct the campaign.
3. List individuals in your PTA and what they did that helped attain the membership goal and promoted the membership campaign.
4. How did attaining this goal help your PTA?

Specifications:

- You may include additional (up to 3 pages front and back) supplemental materials (photographs, articles, letters, program materials, fliers, membership forms, or other relevant materials).
- Staple all supplemental materials to the back of the application.
- Number each additional page and include school name.
- NO BINDERS, NO FOLDERS, NO COVERS.
- No materials will be returned to you.

*Double Your Membership Award Application
(Page 2 of 2)*



everychild.one voice.

Award Deadline:
Postmarked before **March 1st**

Region # _____

Membership Campaign Award Application

Local PTAs and PTSAs may apply. Awarded to one local PTA for their outstanding membership campaign. The local PTA membership representative must submit an application to be considered for the award. This application, along with copies of all local PTA membership promotion materials used during the year-long campaign, including: fliers, letters, articles, incentive ideas, and any other Public Relations materials created, to the Utah PTA office, postmarked before March 1st. Recipient will receive a complimentary registration to the Utah PTA Leadership Convention for their PTA.

Local PTA _____ Council _____ Region _____

School Name _____

PTA President _____

Address _____

City _____ Zip _____

Phone _____ Email _____

Membership Representative/VP/Chair _____

Address _____

City _____ Zip _____

E-mail _____ Phone _____

Total membership for last year (July-June): _____

Total membership for this year (July-current): _____

(Continued on Reverse)

During the selection process we will be looking for outstanding nominations from both secondary and elementary PTAs.

Please answer the following questions. Must be typed. Two pages or less, front and back.

1. State your membership goal for the year.
2. Describe your membership promotion campaign. Include the steps used to plan, coordinate, and conduct the campaign.
3. List individuals in your PTA and what they did that helped attain the membership goal and promoted the membership campaign.
4. How did attaining this goal help your PTA?

Specifications:

- You may include additional (up to 3 pages front and back) supplemental materials (photographs, articles, letters, program materials, fliers, membership forms, or other relevant materials.)
- Staple all supplemental materials to the back of the application.
- Number each additional page and include school name.
- NO BINDERS, NO FOLDERS, NO COVERS.
- No materials will be returned to you.

*Membership Campaign Award Application
(Page 2 of 2)*



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Award Deadline:
Postmarked before **March 1st**

Region # _____

Men Engaged in PTA Award Application

Local PTAs and PTSAs may apply. Awarded to any local PTA with 40% or more male membership. The local PTA membership representative must submit an application to receive the award. This application, along with a copy of your PTA's membership list must be sent to the Utah PTA office, postmarked before March 1st. Recipients will receive the award n a region meeting.

Local PTA _____ Council _____ Region _____

School Name _____

PTA President _____

Address _____

City _____ Zip _____

Phone _____ Email _____

Membership Representative/VP/Chair _____

Address _____

City _____ Zip _____

E-mail _____ Phone _____

Number of Male Members _____

Percent of Male Members (number of males divided by total number of members) _____

Membership Campaign Title (if applicable) _____

Brief Description of Membership Campaign (if applicable) _____

(Continued on Reverse)

During the selection process we will be looking for outstanding nominations from both secondary and elementary PTAs.

Please answer the following questions. Must be typed. Two pages or less front and back.

1. State the male membership goal of your PTA.
2. Describe how you promoted the membership campaign. List any steps you used to plan, coordinate, and conduct the campaign.
3. List individuals in your PTA and what they did that helped attain the membership goal and promoted the membership campaign.
4. How did attaining this goal help your PTA?
5. Include a membership list indicating male members

Specifications:

- You may include additional (up to 3 pages front and back) supplemental materials (photographs, articles, letters, program materials, fliers, membership forms, or other relevant materials).
- Staple all supplemental materials to the back of the application.
- Number each additional page and include school name.
- NO BINDERS, NO FOLDERS, NO COVERS.
- No materials will be returned to you.

*Men Engaged in PTA Award Application
(Page 2 of 2)*



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Award Deadline:
Postmarked before **March 1st**

Region # _____

PTSA Super Student Award Application

Local PTSAs may apply. Awarded to any local PTSA with 40% or more student membership. The local PTSA membership representative must submit an application to be considered for the award. The application, along with a copy of the PTA’s membership numbers showing the increase must be submitted to the Utah PTA office, postmarked before March 1st. Each unit that applies will receive one complimentary registration to the Youth Leadership Conference. The school with the highest percentage of student members will also receive a traveling trophy (the “Student Cup”) to keep for the following school year. This award will be announced at the Utah PTA Leadership Convention.

Local PTA _____ Council _____ Region _____

School Name _____

PTA President _____

Address _____

City _____ Zip _____

Phone _____ Email _____

Membership Representative/VP/Chair _____

Address _____

City _____ Zip _____

E-mail _____ Phone _____

Number of Members _____

Percent of Student Members _____

(Number of students divided by total number of members.)

Membership Campaign Title (if applicable) _____

(Continued on Reverse)

Please answer the following question. Must be typed. Two pages or less, front and back.

Give a brief description of your Membership Campaign. Include any campaign ideas that were specifically used for increasing student membership. Must be typed—two pages or less.

Specifications:

- You may include additional (up to 3 pages front and back) supplemental materials (photographs, fliers, membership forms, etc.).
- Staple all supplemental materials to the back of the application.
- Number each additional page and include school name.
- NO BINDERS, NO FOLDERS, NO COVERS.
- No materials will be returned to you.



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Award Deadline:
Postmarked before March 1st

Region # _____

100% Faculty, Administration, and Staff Membership Award Application

Local PTAs and PTSAs may apply. Awarded to any local PTA that has 100% membership of their full-time faculty, administration, and school staff. The local PTA membership representative must submit an application to receive the award. This application, along with a copy of the faculty membership must be submitted to the Utah PTA office, postmarked before March 1st. Recipients will receive one complimentary registration to the Utah PTA Leadership Convention for their PTA.

Local PTA _____ Council _____ Region _____

School Name _____

PTA President _____

Address _____

City _____ Zip _____

Phone _____ E-mail _____

Membership Representative/VP/Chair _____

Address _____

City _____ Zip _____

E-mail _____ Phone _____

Number of Full-Time Teachers _____ Number Joined _____

Number of Full-Time Administrators _____ Number Joined _____

Number of Full-Time Staff _____ Number Joined _____

***Combined Total** _____ **Number Joined** _____

**Number Joined must be equal to or more than Combined Total.*

(Continued on reverse)

During the selection process we will be looking for outstanding nominations from both secondary and elementary PTAs.

Please answer the following questions. Must be typed. Two pages or less, front and back.

1. State your membership goal for full time faculty, administration, and staff.
2. Describe how you encouraged administration, faculty, and staff to join your PTA. Did you have a theme or campaign just for this specific goal?
3. List individuals in your PTA and what they did that helped attain the membership goal and promoted the membership campaign.
4. How did attaining this goal help your PTA?
5. Attach a list of each member of the faculty, administration, and staff, their position, whether they are full-time or part-time, and indicate if they joined PTA.

Specifications

- You may include additional (up to 3 pages front and back) supplemental materials (photographs, articles, letters, program materials, fliers, membership forms, or other relevant materials).
- Staple all supplemental materials to the back of the application.
- Number each additional page and include school name.
- NO BINDERS, NO FOLDERS, NO COVERS.
- No materials will be returned to you.

*100% Faculty, Administration and Staff Membership Award
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