

Honor Unit Awards

What are Honor Unit Awards?

Honor Unit Awards were established to recognize units that have achieved the highest standards of responsibility and organization. Gold, Silver & Bronze levels will be awarded to the units at the June UPs meeting. This meeting is referred to as the “IN & OUT” Ceremony and Awards. It is called the “IN & OUT” because it is a time to welcome the “IN” coming officers and thank the “OUT” going officers. The “Award of Merit” level recognizes those units who are working hard to get their unit in compliance with the requirements needed to keep in good standing.

The **ABOVE AND BEYOND** award has been established to acknowledge those units who find ways to do more than they are asked to do. The determination of which units will be eligible for this level will be decided by the Leadership Team (President, Director of Leadership and Area Advisors).

The table on the next page will be used for reference by the Leadership Team to determine the award level of the units at the end of the year. If you would like to achieve a certain award, please make sure to complete all the requirements for that level.

Please contact your Area Advisor if you have any questions about how to obtain an award level or if you feel you are unable to complete a requirement. Consistent communication with your Area Advisor is an important part of your job as PTA President. Their job is to help you.

All Required items (those with an “R” listed next to them) MUST be turned in regardless of award level. These items are passed on up the line to District, State and National PTA and show that your unit is in good standing. If you need more time to turn in paperwork, please contact your Area Advisor.





Honor Unit Award Levels

Awards are determined by a point system based on paperwork submission and participation in PTA meetings, trainings, conferences, and programs. EXTRA CREDIT may be used to bump a unit to the next level if close to advancing to the next level.

Award of Merit – This award level will be given at the discretion of the Leadership Team.

Bronze – 200 – 299 points

Silver – 300 – 399 points

Gold – 400 – 450 points

Above and Beyond 451+

POINTS: A list of points for paperwork, trainings, conferences, and programs is listed on the pink Presidents Tracker

EXTRA CREDIT: Units seeking to extend their leadership skills, along with earning points for the next level of Honor Awards can earn extra credit by joining a Long Beach Council PTA committee, or participate in other opportunities that come up during the year. A list of committees to join can be found on the next page.

PLEASE MAKE A NOTE:

1. UPs meetings are required. If a president is unable to attend a meeting, please send a representative in your place. In the rare occasion that your unit cannot be represented, please communicate with your area advisor of the absence.
2. To earn full points units must submit paperwork **ON TIME**.

As we transition from hard copies to electronic submissions, units are encouraged to email required paperwork to their area advisors as much as possible. At times hard copies will be necessary. As this occurs communication will be conveyed to units with specific details of where and how paperwork is to be turned in. Thank you for your patience in this time of growth for LBCPTA.

****All awards are decided in May by the Leadership team and presented to units at the June “In & Out” Meeting and Awards.**

LBCPTA Committees to join for Extra Credit or just for Fun

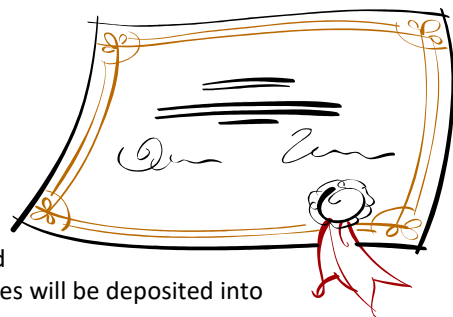
Get an idea of what it's like to be a LBCPTA Board member. Contact the person listed below in the area you are interested in to lend your hand and earn extra credit for your unit.

COMMITTEE	DESCRIPTION	CONTACT
Inspiration	<i>Lead the Pledge of Allegiance and present an inspirational quote or report on a successful program/event you held at your school during an UPs meeting.</i>	Director of Leadership leadership@longbeachcouncilpta.org
Diversity, Equity & Inclusion	<i>Attend an LBUSD School Board meeting and present a brief report during an UPs meeting.</i>	Diversity, Equity & Inclusion Chair dei@longbeachcouncilpta.org
Reflections	<i>Help with the Reflections Art Program</i>	Reflections Chair reflections@longbeachcouncilpta.org
Communications	<i>Help with collection of 33rd Unit Program/Directories & Recognitions</i>	Program/Directory Chair communications@longbeachcouncilpta.org
Convention	<i>Help with planning LBCPTA events leading up to and during the CAPTA Convention</i>	President president@longbeachcouncilpta.org
Red Book	<i>Help update the Red Book for the next school year. Attend one meeting in Spring to give feedback.</i>	Director of Leadership leadership@longbeachcouncilpta.org
Founders Day	<i>Help plan Founders Day</i>	Director of Leadership leadership@longbeachcouncilpta.org
Honorary Service Awards	<i>Help find and evaluate recipients of HSAs</i>	President president@longbeachcouncilpta.org
In & Out Meeting	<i>Help plan In & Out</i>	Director of Leadership leadership@longbeachcouncilpta.org
Teacher of the Year	<i>Help judge essays turned in</i>	TOTY Chairman toty@longbeachcouncilpta.org
LBCPTA HS Scholarships	<i>Help judge essays turned in</i>	High Schools Scholarships scholarships@longbeachcouncilpta.org
Nominating Committee	<i>Be a part of the nominating committee to recruit people to take positions for the next term of LBCPTA Board of Directors</i>	Parliamentarian parliamentarian@longbeachcouncilpta.org

PAT Award Certificate Order Form

Praise, Appreciation & Thanks

Everyone can use a "PAT" on the back from time to time. That's just what the LBCPTA "PAT" Award is all about! Consider ordering this award to give for a guest speaker, volunteers for a special project, VIPs that attend your meetings or anyone you feel deserves a "PAT" on the back. This award can be given at any time during the year. Payment for PAT Award Certificates will be deposited into the LBCPTA Scholarship Fund in your recipient's name.



This award is only \$10.00. Remember, all proceeds will go to the LBCPTA scholarship fund.

Allow two (2) weeks to process the certificates.

Fill out the form below and hand in with the payment to your area advisor at any UPs meeting.

PTA Unit: _____ PTA President: _____

Email: _____ Phone #: _____

Please **PRINT** names of recipients below:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Presentation Date: _____ Enclosed is a check for \$ _____

Financial Secretary's initials: _____



Teacher of the Year

Vacant Council position as of 8/6/23

Long Beach Council PTA is proud to continue the tradition of honoring an outstanding Teacher of Long Beach Unified School District each year. This award was created to recognize one outstanding teacher who implements creative and innovative ideas that enrich the learning experience of our children.

As a Unit PTA President, we ask for your help in getting this information out to your association. The application can go into your newsletter, sent home as a flyer and online, if you have a web site. Be sure to inform your principal that you are participating in this program.

The application is due to Long Beach Council PTA at the UPS meeting in April. It is important that you put your own due date on the application prior to distributing it to your association. Only PTA Units that are in good standing may send in applications.

Encourage your members to participate and nominate an outstanding teacher.

Don't overlook specialized teachers, such as those teachers in Special Education. If it isn't practical for the students in Special Education to take home the application, you might want to mail these to the student's home directly. It is possible that a school administrator, not a teacher, can help these students with their application.

You may send only one application to be considered by Long Beach Council PTA. If you have more than one application, you will have to judge them and determine the winner. Create a committee to judge the applications. While it may be difficult in a small school, you need to be impartial. Make sure that someone or someone's child who has submitted an application is not on this committee.

Consider holding your own celebration for all of the teachers at your school who were considered for Teacher of the Year.

Nominations can be submitted by parents and/or students.

The winner of the Teacher of Year will be presented with a **\$300 classroom grant** and will be recognized at the Long Beach Council In & Out Celebrations held in June.



Teacher of the Year Award Application

Name of Nominee _____

Name of
PTA/PTSA _____

Name of submitter _____ (if a student, grade level) _____

Phone #: _____ Email _____

Name of PTA/PTSA President: _____

President's Phone #: _____ Email: _____

Questions?

Contact TOTY Chair toty@longbeachcouncilpta.org

APPLICATION FORMATTING REQUIREMENTS:

- ☐ Typed or handwritten
- ☐ Double spaced with 1" margins
- ☐ 2 single-sided pages maximum

AWARD APPLICATION QUESTIONS:

Prepare a brief narrative for the following questions: (Be as specific as possible)

1. What qualities make the teacher outstanding?
2. How does the teacher exemplify being a good role model?
3. What techniques does the teacher use to be able to reach all students?
4. How does the teacher provide a positive learning environment where all students can thrive?
5. How does the teacher make learning fun?



****Will update with 2023-24 form when received****
Thirty-Third District PTA
Program Directory Awards 2022-2023
INSTRUCTIONS FOR UNITS (your school's PTA)

The purpose of a program directory is to give PTA, school, and school district information to your school's PTA board and/or to the entire school community. Program Directories can be in any form: booklet, pamphlet, trifold, folder, digital, etc. Your PTA program directory should be ready for distribution shortly after the start of the school year. **Even though your publication contains school information, it is a PTA program directory, not a school program directory, and PTA information should appear *first*.**

Thirty-Third District PTA Awards:

- Program directories must be distributed by December 1, 2021 to qualify for awards.
- Program directories distributed by November 1, 2021 will earn the Early Bird Award.
- The submission form lists items that should be included in your program directory. Each item is worth 1, 2, or 3 points, the 3-point items being the most important.
- Your point total will determine your award level.
 - Gold: 70 + points
 - Silver: 55-69 points
 - Bronze: 40-54 points
- Turn in two (2) copies of the program directory and two (2) copies of the submission form and checklist by the council deadline in November (please check with your Area Advisor for the exact date).

Questions? Contact your Area Advisor

Follow the instructions listed below to be eligible for awards from Thirty-Third District PTA, which will be given out at their Annual Meeting in April.

Requirement Descriptions – The following are explanations for some of the Requirements as found on the Submission Form:

- **Unit PTA name/logo, tagline, council PTA name, Thirty-Third District PTA, California State PTA labeling on front cover or inside first page - It is critical to display the hierarchy of PTA levels properly exactly as follows:**



- **California State PTA Mission Statement:**
(<http://toolkit.capta.org/know-the-pta/mission-statement/>)

The mission of the California State PTA is to positively impact the lives of all children and families.

- **California State PTA Purpose:** (<http://toolkit.capta.org/know-the-pta/purpose-of-the-pta/>)

- To promote the welfare of children and youth in home, school, places of worship, and throughout the community;

To raise the standards of home life;

To advocate for laws that further the education, physical and mental health, welfare, and safety of children and youth;

To promote the collaboration and engagement of families and educators in the education of children and youth;

To engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth; and

To advocate for fiscal responsibility regarding public tax dollars in public education funding.

- **Disclaimers:**

Disclaimer to use if the program/directory is distributed to PTA board members only:

“This program/directory has been completed for the sole use and convenience of the (school name here) PTA/PTSA officers, chairmen, and advisory personnel. All names and phone numbers are for PTA use only.

PLEASE GUARD CAREFULLY AGAINST UNAUTHORIZED USE BY OTHERS.”

Disclaimer to use if the program/directory is distributed school district wide:

“This program/directory has been completed for the sole use and convenience of the (school name here) parents and staff. All names and phone numbers are for PTA use only. PLEASE GUARD CAREFULLY AGAINST

UNAUTHORIZED USE BY OTHERS.”

- **List of PTA officers and committee chairpersons with contact information** - Include everyone and their personal contact information where possible. This can include home and/or cell phone numbers and email addresses. Be sure that you have the direct permission of your board members to share their information before publishing. Example:

Smith Elementary PTA Officers

President Sally Wilson (h)562/123-4567 (c)562/765-4321 (e)wilsonfam@email.com

Secretary Joe Spalding (h)562/321-7654 (c)562/567-1234 (e)JoeS45@email.com

LONG BEACH COUNCIL PTA

Andrea Wader

1260 E 33rd St.

Signal Hill, CA 90755

[president@longbeachcouncilpta.o](mailto:president@longbeachcouncilpta.org)

rg.longbeachcouncilpta.org

THIRTY-THIRD DISTRICT PTA

Julie France

5629 Pearce Ave

Lakewood, CA 90712

Mail to: P.O. Box 1235

Lakewood, CA 90714

562-804-4519

Fax: 562-804-5460

president@33rdpta.org

www.33rdpta.org

CALIFORNIA STATE PTA

Carol Greene

2327 L Street

Sacramento, CA 95816

916-440-1985

Fax: 916-440-1986

info@capta.org

www.capta.org

NATIONAL PTA

Anna King

1250 N. Pitt Street

Alexandria, VA

22314

800-307-4PTA

Fax: 703-836-0942

info@pta.org

www.pta.org

- **Council, District, State and National PTA contact information:**

Program Directory Awards Unit Submission Form

Unit Name:		Council:	
Program Directory Chairperson:			
Phone:		Email:	
Unit President:			
Phone:		Email:	

Unit Directory Chair: Check off each item included in your directory in the column only.

Council Use	p o i n t s	<input checked="" type="checkbox"/>	
	EB		Early Bird: Enter date distributed:
	3		Distributed to members by 12/01/21
COVER			
	3		Name of PTA
	3		PTA logo, name, and tagline (see Unit Instructions)
	3		School year '2021 – 2022
COVER, INSIDE FRONT COVER or FIRST PAGE			
	3		PTA founding year (find on front cover of bylaws)
	3		PTA website address (if no website, write 'N/A')
	3		Purposes of the PTA (see Unit Instructions)
	3		California State PTA Mission Statement (see Unit Instructions)
	3		Council PTA Name
	3		Thirty-Third District PTA
	3		California State PTA
	3		Disclaimer (see Unit Instructions)
	3		School street address
	3		School phone number
	3		School website address

Council Use	p o i n t s	<input checked="" type="checkbox"/>	
IN DIRECTORY, ANY LOCATION			
	3		PTA & School Event Calendar
	3		Meeting dates, times, and locations
	3		List of unit officers and chairmen, including their PTA positions and at least one type of contact information (email, phone, address)
	2		Council PTA president's name/ contact info
	2		District PTA president's name/ contact info
	2		California State PTA president's name/ contact info
	2		National PTA president's name/contact info
	3		Teacher and administrator list
	2		Bell schedule
	2		School map
	2		Superintendent's name
	2		School district office address and phone number
	2		School district board members' names/ contact info
	2		City Council members' names/contact info or link

<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
1	President's theme / logo	1	Table of contents	1	School emergency/disaster procedure
1	Unit mission statement	1	Libraries (city/county)	1	Electric company emergency number
1	PTA membership (how to join)	1	Parks	1	Gas company emergency number
1	Program descriptions	1	Suicide prevention hotline	1	Water company emergency number

1	Message from PTA president	1	Poison control number	1	Hospital/emergency rooms
1	Message from principal	1	Graffiti removal number	1	U.S. Senators' contact info or link
1	School rules	1	Animal control number	1	U.S. Representative contact info or link
1	Student contact information	1	Police/Sheriff # (non-emergency)	1	CA Senator contact info or link
1	School after hrs emergency #	1	Fire Dept. # (non-emergency)	1	CA Assembly member contact info or link

From 2022-23 - Will Update with 2023-24 when ready

Thirty-Third District PTA **Red Ribbon Week – Healthy Lifestyle Awards Program 2022-23**

The Red Ribbon Week-Healthy Lifestyle Awards Program serves as a vehicle for unit and council PTAs, along with their communities, to take a stand for our youth through a commitment to drug prevention and healthy lifestyle education. Share the programs and activities that have been sponsored and/or conducted by your unit or council. Programs or activities should take place between July 1, 2022 and June 30, 2023.

Please return this completed form, including any supporting materials, calendar, and a brief summary of your program, to the Thirty-Third District PTA office no later than February 2023 via your council.

Unit due date to council Feb 8, 2023 Awards will be given out at the district Spring Awards and Association meeting.

Questions? Contact 33rd District Director of Health, at pta33rdhealth@gmail.com.

Thirty-Third District PTA
P.O. Box 1235
Lakewood, CA 90714

Unit: Please provide



the following information:

Name of unit: _____
Name of unit RRW chair if applicable: _____
Number of students enrolled in your school: _____
Number of students participating in your program: _____

Council: Please provide the following information:

Name of council and council president: _____
Number of Units participating: _____
Number of Units in Council: _____

Units and Councils - on a separate typed sheet:

- Describe one program or activity that you feel was the most beneficial to your unit's school or to your council as a whole. Detail the type of program. How was it promoted? Who was it designed for? Where did the activity take place? Can this program be duplicated in other schools?
- Does your unit or council continue to promote healthy and drug free lifestyles throughout the year? If so, attach a calendar of events and include a brief description.

Form from 2022-23 - Will be updated when received for 2023-2024



Thirty-Third District PTA 2022-2023 Unit Recognition Awards Application

Units: Submit your application packets by the council due date: [Click or tap here to enter text.](#)

Councils/out-of-council units: Application packets due in the district office: Wednesday, March 21, 2023

Thirty-Third District PTA Unit and Council Recognition Awards recognize successful programs that are planned, organized, and implemented by PTAs. They also provide the opportunity to share your model program with other PTA leaders at the Thirty-Third District PTA Spring Awards and Association Meeting held in April.

HOW TO APPLY: Complete SECTION I (information form), SECTION II (description of your program) and SECTION III (assembled materials from your program). Assemble the three sections to form your application packet.

SECTION I: Information Form:

Please print name of PTA/PTSA: [Click or tap here to enter text.](#)

Check one: Elementary Jr. High/Middle/Intermediate High School Council

State PTA Unit ID: [Click or tap here to enter text.](#) Council name (if applicable): [Click or tap here to enter text.](#)

PTA President's name: [Click or tap here to enter text.](#)

Phone/Cell number: [Click or tap here to enter text.](#) Email: [Click or tap here to enter text.](#)

School or council address, city, and zip: [Click or tap here to enter text.](#)

Check ONE category per application form: See examples on the next page.

PTA UNIT AWARDS

- Advocacy
- Collaboration
- Membership & Outreach
- Environmental
- Communication
- Programs for Student Achievement/Involvement
- Family Engagement/Support
- Leadership Development
- Diversity & Inclusion

COUNCIL AWARDS

- Advocacy
- Collaboration
- Membership & Outreach
- Environmental
- Communication
- Programs for Student Achievement/Involvement
- Family Engagement/Support
- Leadership Development
- Diversity & Inclusion

Submitted by: [Click or tap here to enter text.](#) PTA Position: [Click or tap here to enter text.](#)

Do you give Thirty-Third District PTA permission to post program information on its website and to share ideas with members as requested? (Please check one) Yes No

Council PTA President Signature: _____

Please Note: Your signature affirms that this PTA is in good standing and has current bylaws. All materials become the property of the Thirty-Third District PTA and will not be returned.

CATEGORIES to apply in and examples of appropriate programs:

Advocacy – Advocating on behalf of all children at school, community, state, and national level.

- Examples: Training parents and students to be better advocates; enhancing their roles in decision-making in educational issues; legislative activities supportive of the education, health, and welfare of students.

Collaboration – Developing strong partnerships with community organizations to connect individuals, enhance student learning, assist schools and families, and involve a variety of stakeholders.

- Examples: Programs involving community agencies, organizations, education foundations, and local businesses that connect education programs with workplace, senior citizens groups, and community service learning.

Membership and Outreach – Raising awareness of PTA's mission and the value of membership that involves all stakeholders.

- Examples: Creative campaigns focusing on PTA's value, importance of parent involvement in student success, membership growth through effective outreach to under-represented populations, non-traditional families, and diverse community groups resulting in a PTA board reflective of its community.

Environmental – Promoting conservation and environmental awareness on campus.

- Examples: Programs involving waste reduction/recycling, air quality, and conservation of non-renewable resources.

Communication – Innovative methods of communication and messaging.

- Examples: Utilizing websites, newsletters, e-news, or social media to inform and support leaders and members.

Student Achievement and Involvement – Implementing programs to support student achievement and increasing student involvement and participation in all aspects of PTA.

- Examples: Creative programs and events focusing on Education, Arts, Health, or Safety to support student success; soliciting students' input when planning and implementing programs with students; collaboration of students and adults (PTA leaders, principals, administrators); students serving on PTA boards; programs run by students that promote PTA's mission.

Family Engagement – Promoting student success with family engagement in students' education.

- Examples: Increased opportunities for volunteering, parent education programs to improve skills and knowledge, family events to strengthen school communities, resource development, supporting school safety.

Leadership Development – Boosting leadership capacity and development to ensure long-term growth and enhance a PTA's effectiveness.

- Examples: Team building, mentoring, developing emerging leaders, involvement in training by PTA or outside agencies.

Diversity and Inclusion – Any programs to increase participation and involvement from under-represented, members.

- Examples: Male adult and student donut day, multi-cultural events, international fall festivals, inclusion of under-represented populations, non-traditional families, and diverse community groups.

SECTION II: Description of your program:

Respond to the following questions telling us about your program: (submissions must total a minimum of 75 points for eligibility)

- | | |
|--|-----------|
| 1. What program did you organize? | 20 points |
| 2. Why was this program developed? | 15 points |
| 3. How was your program implemented? | 25 points |
| 4. How will you continue to promote and sustain your program's objectives during the year? | 20 points |
| 5. What was the impact of your program on your school community? | 20 points |

- You may apply for one or more award categories, even for the same program. Please submit a separate application for each award application.
- Fundraising programs are not eligible.
- Responses to application questions should be on 8 ½" x 11" paper, numbered, typed, and 1,000 words or fewer per award category.
- Please note that any unauthorized use of copyrighted materials is not permitted.
- Only programs running from January 1, 2022 to January 15, 2023 are eligible for consideration.

Email applications to: pta33rdprograms@gmail.com.

Questions? – Contact Thirty-Third District PTA VP Programs at pta33rdprograms@gmail.com.

All award-winning PTAs will receive a certificate and be acknowledged in the printed program for the Spring Awards and Association Meeting in April 2023. Award-winning PTAs may also have an opportunity to showcase their programs during the Spring Awards and Association Meeting.

SECTION III (assembled materials from your program):

You may include 3 additional, one-sided supplemental pages (8.5x11) in each application packet. Please: no folders, sheet protectors, colored paper, or 3-D items.

CAPTA MEMBERSHIP CHALLENGES AND INCENTIVES

Membership is PTA's strength and our voice. We want all of our local PTAs to have the tools they need to increase membership.

MEMBERSHIP CHALLENGES FOR 2022-23

TBD!!

<https://capta.org/pta-leaders/run-your-pta/building-membership/incentives-and-awards/>

HONORARY SERVICE AWARD* NOMINATION FORM FOR UNIT, COUNCIL AND DISTRICT PTAs

The Honorary Service Award Selection Committee requests that members of _____ PTA/PTSA assist in the selection of deserving recipients for recognition at PTA/PTSA event or at a PTA meeting. Nominated individuals or organization who have made significant contributions to the well being of children, youth or families in this school and/or community can be considered for this award. Current members, officers and teachers may also be considered for this award.

*Honorary Service Award Program includes the Honorary Service Award (HSA), Continuing Service Award (CSA), Golden Oak Service Award (California's highest honor), Very Special Person Award (VSP) and Donations in name of individual or organization. (See *Toolkit*, Section 7.6.3 Honorary Service Award (HSA) Program)

HONORARY SERVICE AWARD PROGRAM

– – – please print – – –

Specify award category:

- | | |
|---|--|
| <input type="checkbox"/> Honorary Service Award (HSA) | <input type="checkbox"/> Very Special Person Award (VSP) |
| <input type="checkbox"/> Continuing Service Award (CSA) | <input type="checkbox"/> Donations |
| <input type="checkbox"/> Golden Oak Service Award | |

Name of individual nominated: _____

Title or position: _____

Name of organization nominated: _____

Contact Person: _____

Address: _____

Telephone: (____) _____ Email: _____

Reason for nomination:

Name of person submitting the nomination: _____

Telephone: (____) _____ Email: _____ Date: _____

All nominations will be considered. The HSA Selection Committee will select the recipient.

Nomination DUE DATE for presentation: _____, 20____

PLEASE RETURN FORM TO: _____ **PTA/PTSA**

SERVICE AWARDS HONOR EXCELLENCE

Show your appreciation for dedicated volunteers, professionals and groups with our PTA service-awards recognition program.

HONORARY SERVICE AWARDS SPOTLIGHT ACHIEVEMENTS

Honorary Service Awards are awarded throughout the year and designed as a unique way for PTA units, councils and districts to publicly acknowledge both individuals and organizations for outstanding community service to children and youth in a community. Net proceeds from sales of Honorary Service Awards are used to support California State PTA's scholarship and grant programs.

This program offers seven distinctive types of awards that include a certificate and a pin:

Very Special Person Award (VSP) – This award is given to recognize an individual or organization for their service to PTA. An award certificate and pin are available with a contribution of \$25 or more by a PTA unit, council or district.

Honorary Service Award (HSA) – This award is given to recognize an individual or organization for outstanding service to children and youth in your community, going above and beyond what is asked of them. An award certificate and pin are available with a contribution of \$40 by a PTA unit, council or district in the name of the recipient.

Continuing Service Award (CSA) – This award is given to recognize an individual or organization for ongoing or long-time service to children and youth, providing support year after year. An award certificate and pin are available with a contribution of \$45 by a PTA unit, council or district in the name of the recipient.

Outstanding Teacher Award (OTA) – This award may be given to recognize a teacher for outstanding service to children and youth through PTA, school, or community. An award certificate and pin are available with a contribution of \$40 by a PTA unit, council or district in the name of the recipient.

Outstanding Administrator Award (OAA) – This award may be given to recognize an administrator for outstanding service to children and youth through PTA, school, or the community. An award certificate and pin are available with a contribution of \$40 by a PTA unit, council or district in the name of the recipient.

Golden Oak Service Award (GOSA) – This award is given to recognize, as the most prestigious of the Honorary Service Awards, an individual or organization that has made significant contributions to the welfare of children and youth in a school or community. An award certificate and pin are available with a contribution of \$85 by a PTA unit, council or district in the name of the recipient.

In addition, In Memoriam or Tribute Donations awards are issued when donations of \$10 or more are made by PTAs or by individuals in tribute to a person, a group or in memoriam.

Donations are another way to make a financial contribution to California State PTA; honor an individual for service; as a tribute to a person who has already received an HSA; as a tribute to an organization or group of people for service given; or, in memoriam.

Donors may specify the use of the funds by California State PTA for scholarships, grants, leadership outreach or another area of their choice on the application form, In Memoriam or Tribute Donation.

An acknowledgment card or a certificate suitable for framing, as requested, will be issued in the name of the recipient.

For more information, please visit: <https://capta.org/pta-leaders/programs/service-awards/>
To place an order, please visit: <https://stores.shoppta.com/dashboard.lasso>

Professional Governance Certificate

The California State PTA has adopted the professional governance standards. Every PTA is encouraged to adopt professional governance standards at the beginning of each term.

The California State PTA will issue a certificate to each PTA that adopts the professional governance standards.

Mission Statement of the California State PTA

The mission of the California State PTA is to positively impact the lives of all children and families by representing our members and empowering and supporting them with skills in advocacy, leadership, and communications.

California State PTA Board of Managers, July 2007

Purposes of PTA

To promote the welfare of children and youth in home, school, community, and place of worship.

To raise the standards of home life.

To secure adequate laws for the care and protection of children and youth.

To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.

To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

California State
PTA[®]

everychild. one voice.

Professional Governance Standards

The California State PTA would like to recognize your PTA for its work. Please notify the California State PTA that your PTA has adopted the Professional Governance Standards. A certificate will be mailed to the PTA president and a letter of acknowledgement will be sent to your administrator.

Name of PTA _____

Name of Principal _____

Number of PTA Executive Board Members _____

Name of PTA President _____

Mailing Address _____

Email Address _____

Date Adopted _____ Council _____

District _____

PTA President Signature _____

Mail to: California State PTA, 2327 L Street, Sacramento, CA 95816-5014
916.440.1985 • FAX 916.440.1986 • www.capta.org • info@capta.org

Professional Governance Standards

The bylaws and standing rules for each PTA provide a framework for the organization. In order to operate effectively using this framework, PTA executive boards and individual board members will benefit from adherence to professional standards of governance.

Professional governance standards specify principles involved in governing responsibly and effectively and were developed to support PTA boards in their efforts to enhance their membership's and the community's understanding about the responsibilities of the PTA board.

The PTA Executive Board

The members of the PTA executive board work together as a governance team which assumes collective responsibility for building unity and creating a positive climate during term of office. To operate effectively, the executive board:

- Develops a unity of purpose by involving parents/guardians, students, staff and community
- Communicates a common vision
- Operates with trust and integrity
- Remains responsive to input from the school community
- Governs in a professional manner, treating everyone with civility and respect
- Fulfills requirements set within bylaws and standing rules

The Individual Board Member

A PTA board member is a person elected or appointed to serve on a PTA executive board. Individual board members bring unique skills, values and beliefs to the PTA board and in order to function effectively, individual board members must work together for the association. To be effective, an individual board member:

- Recognizes and respects differences of perspective and style among the individual board members
- Acts with dignity and understands the implications of demeanor and behavior
- Honors the confidentiality of board discussions
- Is open to new ideas and suggestions
- Is familiar with the bylaws in respect to the individual position as well as the organization as a whole
- Understands that authority rests with the board as a whole and not with individuals
- Understands that the basis for all authority rests with the membership

- Takes collective responsibility for the board's performance
- Proposes for adoption by the membership a fiscally responsible budget based on the organization's vision and goals
- Monitors the fiscal health of the association regularly
- Ensures that safe and appropriate activities are provided to implement the goals
- Provides community leadership on issues that affect children and youth

- Participates in opportunities for training
- Commits the time and energy necessary to be an informed and effective leader
- Assists those with less experience
- Understands the distinctions between PTA and the school staff and refrains from performing functions that are the responsibility of the school district
- Values, supports and advocates for public education
- Represents the PTA only when authorized to do so

"With strong leadership, PTA will have the competent, committed people necessary to be effective advocates for children and youth."

California State PTA Toolkit

- Works collaboratively with other groups and agencies that share the same concerns on issues that affect children and youth
- Encourages individual board members to attend available training opportunities
- Serves as a communication link between the home, school and community
- Evaluates the activities and direction of the board on a regular basis