

MEMBERSHIP AND PROGRAM CHECKLISTS



MEMBERSHIP CHECKLIST FOR OUTSTANDING LOCAL UNIT

Name of Membership Chairperson/Vice President: _____

Email: _____ Phone #: _____

Local Unit Name: _____ LU #: _____

Achieved target membership (calculation below) and/or
 Two percent (2%) increase achieved over last year Yes No (For Georgia PTA Use ONLY)
40

Calculation of Target Membership

- 1) Number of PTA members submitted to state office _____
- 2) Student enrollment at the end of the first full week of school _____
- 3) Number of certified teachers at the end of the first full week of school _____
- 4) Total of lines 2 and 3 _____

Membership Campaign Theme _____ 22

Best Membership Idea _____ 22

Which of the following resources were used in your membership development (one point each): 16

- | | |
|--|--|
| <input type="checkbox"/> National PTA/Georgia PTA Mart | <input type="checkbox"/> Georgia PTA Leadership Resource |
| <input type="checkbox"/> National PTA "Get Involved for Your Child Join PTA" | <input type="checkbox"/> www.georgiapta.org |
| <input type="checkbox"/> National PTA "Join a Nation of Neighborhoods" | <input type="checkbox"/> www.pta.org |
| <input type="checkbox"/> National PTA "Go Ahead and Ask" | <input type="checkbox"/> Georgia PTA Membership Guide |
| <input type="checkbox"/> National PTA President's Quick Reference Guide | <input type="checkbox"/> Georgia PTA Membership Kit |
| <input type="checkbox"/> National PTA "Benefits and Discounts for Members" | <input type="checkbox"/> OMDR Plus Member Enrollment |
| <input type="checkbox"/> National PTA "100 Ways to Know More. Do More." | <input type="checkbox"/> OMDR Plus for Communication |
| <input type="checkbox"/> National PTA "Building Successful Partnerships" | <input type="checkbox"/> Local Unit Membership Survey |

GRAND TOTAL – to be assessed by Georgia PTA	Possible Points	100	
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PROGRAMS CHECKLIST FOR OUTSTANDING LOCAL UNIT

Check all that apply:	Points	Total
<input type="checkbox"/> Distributed a comprehensive Volunteer Survey, based on programs and activities planned by the PTA, as a means of engaging volunteers	15	
<input type="checkbox"/> Engaged non-traditional volunteers (i.e. men, grandparents, working parents) with volunteer opportunities	15	
<input type="checkbox"/> Conducted Volunteer Orientation; provided a Volunteer Handbook and familiarized all volunteers with the policies and procedures of the school	5	
<input type="checkbox"/> Volunteer(s) served in a capacity that encouraged community participation in your school or made the community aware of activities (i.e. District Liaison, Business Partner Liaison, Local School Council)	5	
<input type="checkbox"/> PTA participated in student transition programs for those new to the school or those moving on to the next school level	5	
<input type="checkbox"/> PTA registered in the National PTA's Three for Me program at www.three4me.com	5	
Narrative: Please describe your PTA(s) programs (not to exceed the eight pages allowed for the entire report).		
Describe how you recruit volunteers, record their hours, assign duties, and show appreciation	10	
Describe the PTA's best idea to increase parent involvement	20	
Describe the PTA's best idea for a program that increased student achievement	20	
<i>Documentation – includes newsletters, bulletins, fliers, newspaper clippings, photographs, copies of surveys, etc. (not to exceed the ten pages allowed for the entire report)</i>		
GRAND TOTAL – to be assessed by Georgia PTA	Possible Points	100