

**AWARDS REFERENCE GUIDE**

**Updated: January 2023**



**AWARDS CHAIR’S REFERENCE GUIDE**

In addition to this reference guide the awards chair should:

* Review all information on the Alabama PTA website [www.alabamapta.org](http://www.alabamapta.org/) and the National PTA website [www.pta.org.](http://www.pta.org/)
* Check with your PTA president for any written materials from National PTA.
* Be familiar with your PTA Bylaws
* Verify with your PTA president that your name, mailing address, telephone number, and email address have been submitted to Alabama PTA via MemberHub.

## PTA IN GOOD STANDING

A local PTA must be in good standing to receive awards and scholarships from Alabama PTA and National PTA:

(i) Adheres to the purposes and basic policies of PTA

​(ii) Remits dues to Alabama PTA by dates designated in Alabama PTA bylaws

(iii) Has a current officer list on file in the Alabama PTA office via MemberHub

​(iv) Must have bylaws which have been updated within the last three (3) years, on file in the Alabama PTA Office

(v) Must maintain its 501©(3) tax exempt status or be actively working in conjunction with Alabama PTA to have its tax exempt status reinstated

​(vi) Must maintain membership levels as follows: A minimum of 15 members for schools with enrollment of 200 or less students, 25 members for schools with enrollment of 201 to 500 students, and 50 members for schools with enrollment of greater than 500 students

​(vii) If located with an organized council, follows adopted guidelines of that council, in paying dues and/or participating in other programs.

**PTA's mission is to make every child’s potential a reality by engaging and empowering families and communities to advocate for all children.**

**PTA Values**

**Collaboration:** We will work in partnership with a wide array of individuals and organizations to broaden and enhance our ability to serve and advocate for all children and families.

**Commitment:** We are dedicated to children’s educational success, health, and well-being through strong family and community engagement, while remaining accountable to the principles upon which our association was founded.

**Diversity:** We acknowledge the potential of everyone without regard, including but not limited to: age, culture, economic status, educational background, ethnicity, gender, geographic location, legal status, marital status, mental ability, national origin, organizational position, parental status, physical ability, political philosophy, race, religion, sexual orientation, and work experience.

**Respect:** We value the individual contributions of members, employees, volunteers, and partners as we work collaboratively to achieve our association’s goals.

Accountability: All members, employees, volunteers, and partners have a shared responsibility to align their efforts toward the achievement of our association’s strategic initiatives.

## GENERAL INFORMATION

Alabama PTA recognizes the importance of partnerships between home and school and will recognize individuals and organizations that have exhibited a strong commitment to improving these partnerships at their annual convention each year. Award applications sent to Alabama PTA for judging become the property of Alabama PTA. Award applications must include the appropriate application form and be submitted to Alabama PTA by March 1. Activities from the spring of the previous school year may be included.

## TIPS FOR AWARD SUBMISSION

A good application is one that uses descriptive language that details the project/program rather than giving conclusions. For example, instead of saying "parent night was a success," descriptive language tells why it was a success, i.e., "One hundred parents attended parents' night, whereas in the past no more than 50 parents have ever attended. As a result, we have 20 new PTA members." Descriptive language also avoids just making lists such as, "Our PTA held a health fair, a spaghetti night, and a parents' night." Instead it informs the reader what the PTA accomplished and why: "We held a health fair in our community because the majority of children and adults have not had hearing or eye tests. Three hundred (300) children and adults were tested, and 35 were found to need follow-up. PTA is now working with the hospital association to provide that follow up for those who cannot afford it." Space is limited, so choose words carefully. Award applications should address local activities supported or sponsored by the PTA and not the activities of the school staff.

**Alabama PTA has switched to digital submission. The following awards must be submitted digitally to** [**ALPTA.awards@gmail.com**](mailto:ALPTA.awards@gmail.com)**. The link for the application is listed after each award.**

**You can find more information and the applications here: https://www.alabamapta.org/pta-awards**

# OUTSTANDING EDUCATOR AWARDS

Strong PTAs must have the cooperation and support of parents, teachers, principals, and superintendents who support PTA activities. Alabama PTA recognizes educators who put forth special effort to work with PTA through its Outstanding Educator Awards. Submitting an application shows PTA's appreciation and provides an opportunity to recognize that person locally**. Past winners of any Educator Award are not eligible to be re-nominated for that same award for 5 years. See list of past winners here:** **https://www.alabamapta.org/pta-awards**

**Outstanding Superintendent** Award: Plaque

Criteria: Must be nominated by a council or three PTAs. Application link: <https://www.alabamapta.org/pta-awards>

## Outstanding Administrator Award: Plaque

Categories: Elementary, Middle/Junior High, High School, Multi School

Criteria: Must be nominated by the PTA of the school he/she serves. Application link: <https://www.alabamapta.org/pta-awards>

## Outstanding Teacher Award: Plaque

Categories: Elementary, Middle/Junior High, High School, Multi School

Criteria: Must be nominated by the PTA of the school that he/she serves.

Paraprofessionals are not eligible for this award.

Application link: <https://www.alabamapta.org/pta-awards>

## Outstanding Support Staff Award: Plaque

Categories: Elementary, Middle/Junior High, High School, Multi School

Criteria: Must be nominated by the PTA of the school that he/she serves. Designated for non- certified members of the staff whose support/efforts help encourage and support family-school partnerships. IE: office, custodial, cafeteria, librarian assistant, resource officer, paraprofessional, etc.

Application link: <https://www.alabamapta.org/pta-awards>

# LOCAL PTA MEMBERSHIP AWARDS

**(All awards for committee and council use)**

The following awards are determined by the Alabama PTA office and do not require an application by the local PTA. The **only exception** is the **Golden Apple Award** which requires submission of the Golden Apple form. Only PTAs in good standing are eligible for membership awards.

All dues payment deadlines refer to ACH initiated payment via MemberHub or a mailed check postmarked on or before the deadline date.

Please remember to report your enrollment by September 30 to qualify for some awards by updating the Number of Students found on Unit Data Page in MemberHub.

# LOCAL PTA AWARDS

**EARLY BIRD AWARD – Oct 1 -** Certificate awarded to all PTAs reporting 50% of the previous year’s membership. You do not need to fill out an application for this award. Members must be entered into member Hub by unit.

**GOLDEN APPLE AWARD – Oct 1 -** You can submit one check for both Early Bird and Golden Apple, but you must submit completed application with principal’s or designee’s signature, dues payment as stated above and a list of members entered into Member Hub).

Certificate awarded to all principals whose PTAs report 100% faculty membership.

Faculty is defined as full- time certified personnel. (Includes but not limited to teachers, administrators, counselors, librarians etc)

Part-time employees and non-certified personnel are encouraged to join but are not required to qualify for the Golden Apple Award. **Principals must be members of their local units.**

**GOLD LEAF AWARD - December 1 -** Certificate awarded to all PTAs equaling or surpassing the previous year’s membership. This is determined by Alabama PTA.

**OAK TREE AWARD - March 1 -** Certificate awarded to all PTAs reporting a 20% increase over the previous year’s membership. This is determined by Alabama PTA.

**100% MEMBERSHIP AWARD - March 1 -** Certificate awarded to all PTAs reporting 100% membership (one paid member for each student enrolled at the beginning of the second month of school). This is determined by Alabama PTA.

**100% MEMBERSHIP CONSECUTIVE YEARS AWARD - March 1-** Plaque awarded to all PTAs reporting 100% membership beginning with the fifth year of consecutive 100% membership.

**BIG TOPPER AWARD- March 1 -** Plaque awarded to all PTAs reporting 1,000 or more paid members.

**OUTSTANDING MEMBERSHIP AWARD - March 1 -** Plaque awarded to one PTA in each division with the largest membership percentage based on enrollment.

Division I 1-300 students Division II 301-600 students Division III 601-900 students Division IV 901-1200 students Division V 1201-up students

# COUNCIL AWARDS

**OUTSTANDING COUNCIL AWARD –** This category is reserved for councils supporting local units. Application link: <https://www.alabamapta.org/pta-awards>

## Award: Plaque One statewide winner

**HELEN TALBOT MEMBERSHIP ACHIEVEMENT AWARD -** Certificate awarded to each council that has all member PTAs remitting dues to Alabama PTA postmarked by March 1.

**COUNCIL MEMBERSHIP AWARD -** Certificate awarded to the council with the highest percentage of increase in total membership (as reported by member PTAs) over the previous year's total membership, submitted to Alabama PTA postmarked by March 1.

# National PTA Standards for Family-School Partnerships

Each year, Alabama PTA gives awards to PTAs that have provided outstanding results in each of the Six National Standards. These awards will recognize local PTAs whose programs and activities are based on one or more of the National PTA Standards for Family-School Partnerships.

Be advised National PTA has updated the six standards with a focus on:

1. Diversity, Equity and Inclusion.  
 2. An expanded approach to student success to include the whole child development  
 3. More clearly defined roles for PTA and School leaders.

Please keep these updates in mind when submitting applications.

The six awards standards are

(1) Welcoming All Families

(2) Communicating Effectively

(3) Supporting Student Success

(4) Speaking up for Every Child

1. Sharing Power

(6) Collaborating with the Community.

**Award:** One plaque per standard in each category.

**Grade Divisions**: Elementary, Middle/Junior High, Senior High, Multi-School and Community.

When planning PTA activities, consider projects in each of the six Standards to ensure a comprehensive approach to building successful partnerships between family, school and community. PTA projects should supplement and enhance those sponsored by the school. Some projects or activities may address more than one Standard, such as a project that addresses parenting skills and student learning, or a project that combines volunteering and collaborating with community.

Read each standard. There are suggestions of programs that align with each one listed below the definition. Complete the Awards application; submit digitally to [ALPTA.awards@gmail.com.](mailto:ALPTA.awards@gmail.com) Local units may apply in multiple categories. Remember awards are based on activities supported or sponsored by the PTA and not the activities of the school staff.

## Standard 1: Welcoming all families into the school community

Definition: Families are active participants in the life of the school, and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class.

* + Family nights on math and literacy
  + Host an Open House or Multicultural event
  + Family movie night
  + Back to school carnival

## Standard 2: Communicating Effectively

Definition: Families and school staff engage in regular, meaningful communication about student learning.

* + Parent Workshops on what is your child’s learning style
  + PTA newsletters, websites, phone trees, Email distribution system
  + Provide student planners, weekly folders

## Standard 3: Supporting Student Success

Definition: Families and school staff continuously collaborate to support students’ learning and healthy development both at home and at school and have regular opportunities to strengthen their knowledge and skills to do so effectively.

* + Family workshops on planning for college or career fairs
  + Sponsor wellness and fitness programs
  + Student versus parent math/science or trivial competitions

## Standard 4: Speaking Up for Every Child

Definition: Families are empowered to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunities that will support their success.

* + Attend school board meetings
  + Appoint a legislative representative who will attend your school board meetings and make a report to your membership.
  + Provide the contact information on the decision makers and provide updates on legislative issues
  + Invite your local or state elected officials to speak on a panel

## Standard 5: Sharing Power

Definition: Families and school staff are equal partners in decisions that affect children and families and together inform, influence, and create policies, practices, and programs.

* + Host a Kids ID program to address the issue of the dangers of strangers
  + Host an informational night for parents on how to prepare your child for high school
  + Host an informational session on what are the requirements for graduating from high school
  + Show how parents and teachers can promote internet safety at home and school

## Standard 6: Collaborating with the Community

Definition: Families and school staff collaborate with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.

* + Partner with a sister PTA that is struggling; invite them to your event than assist them with orchestrating their own.
  + Partner with other nonprofits agencies like United Way and Junior Achievement for youth leadership programs
  + Collaborate with local churches and community organizations to provide quality after-school programs.
  + Sponsor voter registration drives, mock elections or community recycling projects
  + Host joint community PTA meetings with the elementary, middle/junior high and high schools to showcase what each offer.

For more information about the National Standards and PTA programs that promote family-school partnerships, visit [www.pta.org.](http://www.pta.org/)