



# OUTSTANDING UNIT AWARD

Due June 1st

The **Montana PTA Outstanding Unit Award** recognizes the outstanding leadership, advocacy, membership and program achievements of local PTA/PTSA units. To qualify, the applying unit must have qualified for, completed and returned each of the following 2025 awards to the Montana PTA office by June 1st: **MT PTA Leadership Award, MT PTA Grassroots, MT PTA Membership Award** along with the completed **Outstanding Unit Award Form**. This award will be presented at the annual Montana PTA Convention and will include a \$500 award and certificate.

## PLEASE COMPLETE EACH SECTION BELOW

1. Our unit has qualified for, completed and returned the following 2025 MT PTA Award Forms:

- MT PTA Leadership Award (required)
- MT PTA Grassroots Award (required)
- MT PTA Membership Award (required)

2. PTA Standing Rules provide for at least three of the following basic committees:

- Nominating and Election of Officers (required)
- Budget/Finance (required)
- Standing Rules
- Membership Dues Submission and Reporting of Members

3. PTA has committees functioning in at least three of the following Program areas:

- Legislative/Advocacy
- PTA's *Reflections* Cultural Arts Program
- Parent Involvement
- Parent Education
- Member Communications (Newsletter/Bulletin)
- Health/Safety

4. PTA participated in at least one of the following:

- Honorary Montana PTA Life Membership purchased  
(name of recipient \_\_\_\_\_)
- National PTA Founders Day was observed and a Founders Day contribution was sent to the Montana PTA
- Our unit made a contribution to the Montana PTA in honor of or in memory of (name of recipient )

5. PTA met one or more of the following Communications requirements:

- A news item was sent to the *MT PTA United* FB page - Topic:
- PTA has its own website (address \_\_\_\_\_)

**6. PTA met one or more of the following Leadership requirements:**

- PTA positions on state and national issues presented to general membership
- PTA job descriptions reviewed/updated by the PTA Board of Directors
- PTA helped another local unit either financially or by mentoring (describe \_\_\_\_\_)
- PTA submitted an application for a National PTA award (which one?) \_\_\_\_\_

**7. PTA met two or more of the following Membership requirements:**

- PTA submitted an Officer Reporting Form by October 1 of the award year to the Montana PTA
- PTA entered member information in Givebacks
- PTA remitted dues via Givebacks November and April to the Montana PTA (required)

**8. PTA participated in and promoted three or more of the following PTA programs:**

- PTA Reflections Program
- STEM + Families
- Teacher Appreciation Week
- School of Excellence
- PTA Connected
- Healthy Lifestyles
- Red Ribbon Week
- Family Ready Experience
- Take Your Family to School Week

NAME OF UNIT: \_\_\_\_\_

PRESIDENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**COMPLETED FORM MUST BE RETURNED BY JUNE 1<sup>ST</sup> TO:**

Email [mtstatepta@gmail.com](mailto:mtstatepta@gmail.com)

OR

MONTANA PTA

PO BOX 1269

Laurel, MT 59044