

# Outstanding Local Unit Newsletter Award

Publishing a PTA/PTSA newsletter is an excellent way to publicize your involvement in school and community.

**Deadline: March 15, 2017** [Postmark date] Fax: 502-226-6610 or Email: [kentuckypta@bellsouth.net](mailto:kentuckypta@bellsouth.net)

**Mail this form to:**

Kentucky PTA  
148 Consumer Lane,  
Frankfort, KY 40601

**Please Copy this Form and Distribute to the Appropriate Person to Complete.  
The nominee must be a member of a PTA/PTSA “In Good Standing” as of October 15, 2016.**

Name of PTA/PTSA \_\_\_\_\_

School Enrollment \_\_\_\_\_ County \_\_\_\_\_ PTA District \_\_\_\_\_

Address \_\_\_\_\_

Street/PO Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

School Telephone (\_\_\_\_) \_\_\_\_\_

Editor’s Name \_\_\_\_\_ Email \_\_\_\_\_

Distribution Method  Mailed  Sent with Student  Emailed (\_\_\_\_% of population)  Other  
Frequency  Monthly  Quarterly  Other \_\_\_\_\_

Name of PTA/PTSA President \_\_\_\_\_

Address \_\_\_\_\_

Street/PO Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

**To be a Unit in *GOOD STANDING* All PTAs/PTSAs MUST:**

- Send at least one national and KY PTA state dues payment (\$3.50 per member) to the Kentucky PTA office no later than October 15<sup>th</sup>
- Send district dues to district treasurer or Kentucky PTA office as required
- Send the PTA financial review form to the Kentucky PTA office and school principal by July 15<sup>th</sup>
- File 990 IRS Tax Form by Nov. 15 and mail a copy to the Kentucky PTA office
- Send bylaws to the Kentucky PTA office for approval every 5 years

**LOCAL UNIT NEWSLETTER AWARD CRITERIA**

1. PTA/PTSA pages may be part of a school newsletter. Other information is secondary.
2. Content will include
  - District, Kentucky & National PTA information
  - Attractiveness
  - Design
  - Use of graphics
3. Submit at least three different newsletters from the current year in a folder with this form.
4. Entries must be identical to those distributed to readers.

**Incomplete Applications Will Not Be Considered.**

The submitting PTA/PTSA will be notified if they are a winner.

