

# Publicity Book Award

**Deadline: Kentucky PTA Convention 2015**

[The exact day, time and place will be given in the pre-convention/leadership issue of the Kentucky PTA Bulletin, *Our Children...Our Future*]

**Please Copy this Form and Distribute to the Appropriate Person to Complete.  
The Submitting PTA/PTSA must be a "Unit in Good Standing" as of October 15, 2014.**

**Please Place this Page in Front of Your Publicity Book.**

NAME OF PTA/PTSA \_\_\_\_\_  
 County \_\_\_\_\_ PTA District \_\_\_\_\_  
 School Address \_\_\_\_\_  
Street/P. O. Box City State Zip

**Awards Will Be Presented to Winners in These Categories:**

(Check which applies)

Elementary  Middle/Jr. High  Senior High  Combined  District

Name of PTA/PTSA President \_\_\_\_\_  
 Address \_\_\_\_\_  
Street/P. O. Box City State Zip  
 Telephone Day (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

## Publicity Books

Each PTA/PTSA is encouraged to compile a publicity book to be used as a history of your activities for the year. If your PTA/PTSA keeps annual publicity books, future generations of PTA/PTSA members, students, faculty, staff and the entire school community will benefit.

### All PTAs/PTSAs to be a unit in good standing MUST:

- Send at least one national and 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 by Aug. 15<sup>th</sup>;
- File 990 IRS Tax Form by Nov. 15 and mail a copy to Kentucky PTA;
- Send bylaws for approval by the Kentucky PTA every 5 years.

### PUBLICITY BOOKS CRITERIA

- Minutes of your meetings
- The treasurer's reports
- A copy of your budget
- A list of board member's names
- Copies of newsletters and PTA/PTSA notices sent home
- Pictures of officers, board members
- PTA/PTSA activities, newspaper articles about the PTA/PTSA, etc.

**Books will be judged and displayed at Convention and the winners**

Each PTA/PTSA or district president is responsible for bringing the units or districts publicity books to the Convention and for the close of Convention.

**Do Not mail publicity books to the Kentucky PTA.  
Incomplete Applications Will Not Be Considered.**

**Kentucky PTA is not responsible for any publicity books that are not picked up.**

*Kentucky*  
**PTA**  
 everychild.onevoice.®