

## *PTA/PTSA Excellence Program (P.E.P.)*

Unit name \_\_\_\_\_

<u>MONTH</u>	<u>ACTION</u>	<u>POINTS</u>
<input type="checkbox"/> May	Submit Unit Dues Remittance Form (orig. to MPTSA, copy to LPTSAC)	500
<input type="checkbox"/> Before June 1 <sup>st</sup>	Submit copy of Bylaws and the Acknowledgement form (see attached)	500
<input type="checkbox"/> August	Attendance at MPTSA Leadership Academy	100 per attendee
<input type="checkbox"/> Aug/Sept	Attendance LPTSAC Leadership Workshops	100 per attendee
<input type="checkbox"/> Before Sept 1 <sup>st</sup>	Submit signed Financial Best Practices form (see attached)	500
<input type="checkbox"/> Before Sept 1 <sup>st</sup>	Submit completed LPTSAC survey	500
<input type="checkbox"/> Before Oct 1 <sup>st</sup>	Submit contact information for Council Directory	500
<input type="checkbox"/> Before Nov 1 <sup>st</sup>	Submit copy of Policies & Procedures Guide	50
<input type="checkbox"/> Before Dec. 1 <sup>st</sup>	Submit Audit from previous school year (orig to MPTSA, copy to LPTSAC)	50
<input type="checkbox"/> Before Dec. 1 <sup>st</sup>	Submit Budget from current school year (orig to MPTSA, copy to LPTSAC)	50
<input type="checkbox"/> February	Attend Livonia PTSA Council's Founders' Day Celebration	500
<input type="checkbox"/> Spring	Attend MPTSA Advocacy Day	100 per attendee
<input type="checkbox"/> April/May	Attend MPTSA Convention	100 per attendee
<input type="checkbox"/> Sept thru June	Offer a Legislative Advocacy program to your members (send notice to LPTSAC)	500 per program
<input type="checkbox"/> Sept thru June	Offer a Parent-Oriented program to your members (send notice to LPTSAC)	500 per program
<input type="checkbox"/> Sept thru June	Invite your Council Liaison to a unit meeting	100 per invite
<input type="checkbox"/> Sept thru June	Achieve Membership that reaches last year's total	500
<input type="checkbox"/> Sept thru June	Achieve Membership that exceeds last year's total	50 per add'l member
<input type="checkbox"/> Sept thru June	Submit Membership dues to Council by 28 <sup>th</sup> of each month	50 for dues, 10 for submitting a blank form if no members enrolled that month.
<input type="checkbox"/> Sept thru June	Attend LPTSAC's board meetings	100 per attendee
<input type="checkbox"/> Sept thru June	Attend LPTSAC's general meetings	100 per attendee

Points will be tallied from May 1<sup>st</sup> through April 30<sup>th</sup>. Each member may represent multiple units. The unit points leader as of January 15<sup>th</sup> will receive 2 free Founders' Day tickets. Progress of all units will be recognized at the Founders' Day Celebration. The top three units will be awarded a graduated monetary gift from Livonia PTSA Council for use by their school. Correspondence to LPTSAC may be sent through inter-school mail c/o LPS Central Office.