

## DCCPTA AWARD INFORMATION



The Duval County Council of PTAs/PTSAs believes many local units are doing outstanding work. The Council initiated an Achievement Award in 1970-1971. Over the years the Council has continued to add awards to recognize the wide variety of outstanding work being done by the local units in Duval County.

Applications for the Duval County Council awards can be found at the DCCPTA Website: [www.dccpta.org](http://www.dccpta.org)  
Applications for Florida PTA awards can be found on their website: [www.floridapta.org](http://www.floridapta.org)  
Applications for National awards can be found on their website: [www.PTA.org](http://www.PTA.org)

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## CRITERIA FOR AWARD APPLICATIONS

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### 1. PTAs/PTSAs must be "**IN GOOD STANDING**" which means:

- Local Unit **BYLAWS** have been approved by Florida PTA every **3 years**. (Check date stamp on front page)
- Duval County Council PTA **DUES** have been paid for the current school year.
- State & National PTA Membership **DUES** have been paid by March 1 of the current school year.
- File the appropriate 990 form with the IRS by November 15.
- Register your PTA officers with Florida PTA.
- Submit a copy of your Annual Audit for the prior fiscal year to Florida PTA and to the DCCPTA Treasurer.

### 2. **Correct Usage of PTA service mark:**



Additionally, failure to use the PTA service mark correctly will keep your awards and historian entry from being judged. You MAY NOT use periods, commas, hyphens, or lowercase letters when referring to PTA. This is in keeping with the Florida PTA and National PTA guidelines. This information may be found in the National PTA kit of materials.

### 3. **DEADLINES** for awards applications must be met. Please note that applications can be mailed in to the Awards Chair or brought to monthly DCCPTA meetings. You do not have to wait for the final deadline to turn in award applications if you have met the criteria early.

- **DCCPTA Deadline for ALL awards applications:**
  - **Date:** At or before the **March DCCPTA General Meeting, by NOON**
  - **Place:** Bring ID to enter School Board Building, Cline Auditorium.
  - **Deadline Exceptions** noted in ( ) on following page.
- **Florida PTA Deadlines:**
  - **Membership Awards:** Applications and supporting material MUST be IN the Florida PTA office by March 31. Most Florida PTA awards may NOT be FAXed in.
  - **All other Awards:** MUST be IN the Florida PTA office **by May 1**. Most Florida PTA awards may NOT be FAXed in.

### Tips for Award Winning Applications

- Please use current application forms as they are updated every year.
- Applications will be rejected if directions are not followed.
- Fill in all blanks completely.
- Give the correct local unit name. (See your Local Unit approved Bylaws.)
- DEADLINES. Late applications are NOT accepted.
- Be sure to include name and phone number of a contact person (usually the President).

## DUVAL COUNTY COUNCIL AWARDS

*Award Applications can be found at the [www.dccpta.org](http://www.dccpta.org) website.*

**DEADLINE:** AT or BEFORE the **March DCCPTA General Meeting**, by **NOON** - exceptions noted in ( ) below  
**LOCATION:** Duval County School Board Building, Cline Auditorium, 1701 Prudential Dr., 32207 - **bring ID**

### Automatic Awards

- **100% County Council Attendance**  
PTA president or delegate is present at all DCCPTA General Meetings
- **Reflections Participation**
- **Teacher Supply Depot: Participation**
- **Vision Screening:** List supplied by the DCPS Vision Screening Office.
- **Superintendent's Membership:** Increase of 100 members from prior year.

**Automatic Awards Given by grade level division.**  
*Dues count taken from March 1 and membership change based on comparison from year prior.*

- **Membership Equal to School Enrollment**
- **Largest Numerical Membership Increase**
- **Largest Membership % Increase**

**Automatic Award Given to the one PTA with the most hours volunteered.**

- **Teacher Supply Depot**

### Awards Requiring an Application: *Awarded to all PTA's that qualify*

- **We're Off-on-the-Right Foot \*\*\*** *(Received by November 1 each school year)*
- **Creative Communication through Technology**
- **Blood Drive**
- **Diversity Award**
- **Family Engagement Award**
- **Health/Safety Program**
- **History Book**
- **Humanitarian Service**
- **Local Unit Achievement**
- **Reading Program**
- **Student Involvement**
- **Advocacy Award**

*DCCPTA reserves the right to honor and recognize innovative PTA programs hosted by local units*

**History Awards** *From the entries submitted, 1<sup>st</sup> 2<sup>nd</sup> and 3<sup>rd</sup> will be awarded based on Grade-Level Divisions.*

**PTA of the Year:** *must apply for the Local Unit Achievement Award to be considered. One award per Grade-Level Division.*

### GRADE-LEVEL DIVISIONS

- **Small Elementary** (schools up to 5<sup>th</sup> grade only): **up to 750 students** per "20-day enrollment count"
- **Large Elementary** (schools up to 5<sup>th</sup> grade only): **751 students** and over per "20-day enrollment count"
- **Middle or combined Elementary/Middle** (schools with grades 6-8 **or** K-8)
- **High or combined Elementary/Middle/High** (schools with grades 9-12, 6-12, **or** K-12)

### Florida PTA Awards

*Award Applications can be downloaded from [www.floridapta.org](http://www.floridapta.org)*

**DEADLINES:** Many Membership Award Applications have deadlines throughout the year.  
Check the website for deadlines.  
All non-membership awards must be received **by May 1.**