

Thank you for participating in the Washington State PTA (WSPTA) Leadership Academy. In gratitude for the many hours of service and training put forth by volunteer leaders, the WSPTA board of directors created the Leadership Academy program. The purpose of this program is to encourage, facilitate, and recognize the continuous growth of leadership shown by dedicated PTA leaders at all levels of the association. PTA leaders are encouraged to join the Leadership Academy program and submit their activity yearly to create a record of their leadership in the association.

**Applications and updates are due March 1.** Please visit the WSPTA website (<https://www.wastatepta.org/pta-leaders/leadership-academy/>) to read the important information and guidelines before completing the application.

Points will only be accepted for up to five years, including the current PTA year.

Questions? Contact [LeadershipAcademy@wastatepta.org](mailto:LeadershipAcademy@wastatepta.org)

<b>Applicant name:</b>			
<b>Home address:</b>			
<b>City:</b>		<b>Zip:</b>	
<b>Preferred phone:</b>			
<b>Email address:</b>			
<b>Local PTA name:</b>		<b>Local PTA #:</b>	
<b>WSPTA membership #:</b>			

Requirement Checklist			
	Attended WSPTA Convention		Presented at a region conference
	Attended WSPTA Legislative Assembly		Presented a class at a local PTA/council
	Attended PTA and the Law		Presented a class at WSPTA Legislative Assembly
	Attended Focus Day		Presented at WSPTA Convention
	Community advocacy for WSPTA issue (attach a description)		

## Section 1: Classes

Please list WSPTA approved classes that you have taken over the last five years, including the present PTA year. Assign each class to one of the categories listed. Because classes change over time, your class might not be an exact match to those listed. If you are uncertain about where a class you have taken falls, please contact [LeadershipAcademy@wastatepta.org](mailto:LeadershipAcademy@wastatepta.org).

1. **PTA Essentials** – *Classes include: Secretary - More than Just Minutes, Effective Meetings, Membership Boot Camp, Nominating Committee, PTA Awards, Communications, Roles and Responsibilities of the Board, Transitioning Gracefully, Committee Chairs, Volunteers.*
2. **Money** – *Classes include: Money Matters, Effective Budgets & Financial Strategies, Preventing Theft in your PTA, Treasurer’s Basics, and Fundraising: Beyond the Wrapping Paper and Cookie Dough.*
3. **Advocacy** – *Classes include: Advocacy & Legislative Basics, Beyond the Basics, Grassroots Advocacy, Advocacy at the Local PTA Level, Advocacy in Action, Year-Round Advocacy.*
4. **Family and Community Engagement (FACE)** – *Classes include: Foundations of FACE, PTA and District Relationships, Parent Rights and Responsibilities.*
5. **Leadership** – *Classes include: PTA President, Parliamentary Procedures, Best Practices, Standing Rules, Council Fundamentals, Council Programs and Projects, Preparing to Present, Dealing with Conflict, SDT Protocols and Expectations, Stepping up to Leadership.*

Class name:	Date(s):
Location:	Category:

Class name:	Date(s):
Location:	Category:

Class name:	Date(s):
Location:	Category:

Class name:	Date(s):
Location:	Category:

Class name:	Date(s):
Location:	Category:

Class name:	Date(s):
Location:	Category:

Class name:	Date(s):
Location:	Category:

## Section 2: Leadership Positions

Position held:	Date(s):	Points:
PTA name:	PTA #:	

Position held:	Date(s):	Points:
PTA name:	PTA #:	

Position held:	Date(s):	Points:
PTA name:	PTA #:	

Position held:	Date(s):	Points:
PTA name:	PTA #:	

Position held:	Date(s):	Points:
PTA name:	PTA #:	

Position held:	Date(s):	Points:
PTA name:	PTA #:	

Total points for Leadership Positions <b>Section 2:</b>		
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## Section 3: Other Leadership Activities

Activity:	Date(s):	Points:
Description:		

Activity:	Date(s):	Points:
Description:		

Activity:	Date(s):	Points:
Description:		

Activity:	Date(s):	Points:
Description:		

Activity:	Date(s):	Points:
Description:		

Total points for Other Leadership Activities <b>Section 3:</b>		
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<b>Section 4: Conferences and Training</b>
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Title:	Points:	
Location:		

Title:	Points:	
Location:		

Title:	Points:	
Location:		

Title:	Points:	
Location:		

Title:	Points:	
Location:		

Title:	Points:	
Location:		

Total points for Conferences and Training <b>Section 4:</b>		
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**TOTAL LEADERSHIP ACADEMY POINTS**

Total points for Leadership Positions **Section 2:**

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Total points for Other Leadership Activities **Section 3:**

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Total points for Conferences & Training **Section 4:**

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**CUMULATIVE POINTS FOR ALL SECTIONS:**

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**Email application to:**

[LeadershipAcademy@wastatepta.org](mailto:LeadershipAcademy@wastatepta.org)

**Or, mail application to:**

**Attn: Leadership Academy  
1304 South Fawcett Avenue, Suite 300  
Tacoma, WA 98402**

**Award questions, contact:**

**WSPTA Program Director**  
✉ [ptaprogridir@wastatepta.org](mailto:ptaprogridir@wastatepta.org)  
☎ 253-214-7410

**Postmark Deadline: March 1, 2019**

**Please keep a copy for your records.**