

Resolution Review Checklist – New Resolutions

Section A - General Criteria	Must be YES to all
1. Was the submission received by the deadline?	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review
2. Was the submission complete, including all required information and verifiable supporting evidence?	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review
3. Is the resolution statewide in scope?	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review
4. Does the resolution supplement but not conflict with the WSPTA legislative platform or with National PTA resolutions or position statements?	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review
5. Is the resolution consistent with PTA purposes, values, vision, and mission? Does the resolution relate to the health, safety, well-being, and education of children and youth? PTA Purposes: A. To promote the welfare of children and youth in home, school, places of worship, and throughout the community; B. To raise the standards of home life; C. To advocate for laws that further the education, physical and mental health, welfare, and safety of children and youth; D. To promote the collaboration and engagement of families and educators in the education of children and youth; E. To engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth; F. To advocate for fiscal responsibility regarding public tax dollars in public education funding.	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review
6. The resolution does not harm or negatively impact WSPTA (including but not limited to legal, financial, volunteers and other resources, as well as implications to existing partnership and coalition agreements).	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review
7. Does this resolution meet the definition of a resolution versus a legislative issue? <ul style="list-style-type: none"> • Resolutions are long-term positions that offer solutions to policy issues at the federal, state or local school district level. • Legislative issues are short-term positions that seek solutions that can only be accomplished through legislative action of the Washington state legislature. 	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review and refer to the resolutions committee
8. Does the resolution fit under an existing resolution category? <ul style="list-style-type: none"> • Alcohol and Drugs • Child and Safety Protection • Cooperative Role of Parents and Educators • Health and Nutrition • Support for Public Education 	<ul style="list-style-type: none"> • YES – Continue with review • NO – Stop review

Section B - Resolution Criteria	37 Points Max
1. Title Character Recommendation Does it meet the recommendation of fewer than 60 characters, including spaces?	<ul style="list-style-type: none"> • 3 points: YES • 1 point: 10 characters or less over the limit • 0 points: More than 10 characters over the limit
2. Title Accuracy Does it accurately describe the resolution?	<ul style="list-style-type: none"> • 5 points: Title accurately describes the problem being addressed or the proposed solutions • 3 points: Title needs some revision to better reflect the problem being addressed or the proposed solutions • 0 points: Title does not aid understanding of the resolution and needs major revision
3. Whereas Clause Limit Does it meet the limit of 10 or fewer whereas clauses?	<ul style="list-style-type: none"> • 3 points: YES • -3 points: NO
4. Whereas Clause Strength Whereas clauses should state why the action in the resolved clauses should be taken, should be broad in scope, use clear language with no undefined acronyms, and should all be addressed in a resolved clause.	<ul style="list-style-type: none"> • 5 points: Whereas clauses are solid as proposed - need little revision • 3 points: Whereas clauses need some revision • 0 points: Whereas clauses need almost a complete rewrite
5. Resolved Clause Limit Does it meet the limit of 4 or fewer resolved clauses?	<ul style="list-style-type: none"> • 3 points: YES • -3 points: NO
6. Resolved Clause Strength Resolved clauses should be the strongest part of the resolution and should state what action or position should be taken to solve the problem set up in the whereas clauses. They should be actionable and strong and include a verb showing what action will follow in each resolved clause.	<ul style="list-style-type: none"> • 5 points: Resolved clauses are solid as proposed - need little revision • 3 points: Resolved clauses need some revision • 0 points: Resolved clauses need almost a complete rewrite
7. Persuasive Statement Word Limit Does it meet the limit of fewer than 250 words?	<ul style="list-style-type: none"> • 3 points: YES • 1 point: 25 words or less over the limit • 0 points: More than 25 words over the limit
8. Persuasive Statement Strength Is it strong?	<ul style="list-style-type: none"> • 5 points: Accurately describes the problem being addressed, the proposed solutions, and makes a strong case for having the resolution on the platform • 3 points: Needs some revision to better reflect the resolution proposal and/or be more persuasive • 0 points: Does not aid understanding of the resolution and needs major revision
9. Citations Is the submission information verified?	<ul style="list-style-type: none"> • 5 points: All information is verified • 3 points: Most information verified; some is not verified
10. Stand-Alone or Combine Should this resolution be combined with another proposal or an existing part of the platform?	<ul style="list-style-type: none"> • YES • NO

Section C - Purpose Alignment	13 Points Max
1. Purpose Alignment Is the resolution consistent with WSPTA’s purposes, values, vision, and mission? Does it directly relate to the health, safety, well-being, and education of children and youth? (See Section A5)	<ul style="list-style-type: none"> • 5 points: Strong match to WSPTA purposes, values, vision, and mission. It directly relates to the health, safety, well-being, and education of children and youth • 3 points: Somewhat of a match to WSPTA purposes, values, vision, and mission. It somewhat relates to the health, safety, well-being, and education of children and youth. The match is not strong or may be outside the PTAs area of expertise
2. Opportunity for Multiple Levels of Advocacy The topic can be advocated at multiple levels: family, school building, school district, city/county, and state.	<ul style="list-style-type: none"> • 5 points: Topic is appropriate for multiple levels of advocacy • 1 point: Topic has limited opportunities for advocacy
3. Equity and Anti-Racism Does the proposed resolution align with or support WSPTA’s equity and anti-racism work?	<ul style="list-style-type: none"> • 3 points: Strong alignment to equity and anti-racism work • 1 point: Moderate alignment to equity and anti-racism work • 0 points: No alignment to equity and anti-racism work
Section D – Submitter/Team Availability	4 Points Max
1. Availability – Future Advocacy Is the submitter/team willing and able to participate in advocacy for this resolution, including taking part in weekly conference calls and testifying in Olympia?	<ul style="list-style-type: none"> • 3 points: Yes • 1 point: Some involvement • 0 points: No
2. Availability – Legislative Assembly (LA) or Annual Business Meeting Will the submitter be available to attend LA or annual business meeting	<ul style="list-style-type: none"> • 1 point: Yes • 0 points: No or unsure at this time
Section E - Platform Alignment	9 Points Max
Section completed by WSPTA advocacy director, federal legislative chair, and legislative consultant	
1. Current Platform Alignment Does WSPTA or National PTA have a current position on this topic? If so, what?	<ul style="list-style-type: none"> • 3 points: WSPTA issue OR WSPTA legislative principle OR WSPTA resolution • 1 point: National PTA position statement OR National PTA resolution or other • 0 points: No alignment to current PTA platform
2. Historic Platform Alignment Has there been any previous WSPTA legislative history or action around this policy? If so, what?	<ul style="list-style-type: none"> • 3 points: Has been on multiple prior WSPTA platforms • 1 point: Has been on 1 prior WSPTA platform • 0 points: Has never been on the WSPTA platform
3. Legislation Are any legislators and/or groups or coalitions currently working on this topic? If so, who?	<ul style="list-style-type: none"> • 3 points: There are legislators and/or groups or coalitions currently working this topic, so there is a good chance for positive movement on the topic • 0 points: There are no known legislators and/or groups or coalitions currently working on this topic, so level of support for the topic is unknown
Total	63 Points Max