

Tips & Tricks for the Leadership Service Award!

Applying for the WSPTA Leadership Service Award is easier when you stay organized and track your progress throughout the year. Use these tips to make the process smooth from start to finish.

NEW FOR 2026-2027 Applications

WSPTA has moved to a **new online application system**. See link below.

<https://apply.mykaleidoscope.com/program/LeadershipServiceAward2027>

All applicants — including returning users — must set up a **new account** to apply. Your prior activity is archived in the system's backend, and judges can still reference it during scoring, so nothing is lost.

GET ORGANIZED

1. **Create your new account.** Set this up before you start — even if you've applied in past years.
2. **Start early.** Begin logging activities the moment the application opens.
3. **Keep a log.** Use Google Sheets, Excel, or a binder to track everything in one place.
4. **Update quarterly.** Refresh your tracker every few months so nothing slips through.
5. **Save proof.** Hold onto agendas, flyers, sign-in sheets, or emails.
6. **Track by year.** Record each role or training separately for full credit.
7. **Include PTA info.** Note the name/number and level — state, region, council, or local.

MAXIMIZE YOUR POINTS

8. **Mix and match events.** Bronze needs 1 of 4 events (Region Conference, August Leadership Launch, Advocacy Event (such as Legislative Assembly or Focus Day), or WSPTA Convention); Silver needs 2 of those 4.
9. **Maximize credits.** Chairing more than three committees? List the extras as "member" roles.
10. **Add out-of-state work.** Leadership and training completed in other states still counts.
11. **Log recorded trainings.** Webinars, Thrive sessions, and pre-recorded classes all qualify.
12. **Multi-school roles.** Serving at multiple schools? Claim up to three chair positions per PTA.

Applications are due **March 11, 2027 at 5:00 PM** — don't wait until the last day!

Questions? Email LeadershipServiceAward@wastatepta.org