

2018-2019 Garland Council of PTAs Directory/Yearbook

Guidelines Postmarked by April 3, 2019

I. General Appearance

- a. Neat and legible. May be printed, typed, duplicated or handwritten.
- b. Attractive, but inexpensive, and a size convenient to carry.

II. Contents

A. Outside Cover

1.	Name of local PTA	2%
2.	Town and State	2%
3.	Council	1%
4.	Texas Congress of Parents and Teachers	2%
5.	Year (2018-2019)	2%

B. Title Page

1.	Name of Local PTA and date of organization	2%
2.	Town and Council	2%
3.	Texas Congress of Parents and Teachers	2%
4.	Year (2018-2019)	2%
5.	Date, time & place of regular meetings (ex:2 nd Tuesday,7pm, school)	5%

C. Following Pages

1.	PTA Purposes (Objects)	5%
2.	Names of National, State, and Council President	5%
3.	Names of Local PTA Officers and Chairmen	5%
4.	School Faculty (PTAs with campus)	5%
5.	Local Board of Education School Trustees	5%
6.	Texas State Board of Education & Commissioner	5%
7.	State Legislators (Gov., Lt Gov., Senators & Reps)	5%
8.	Complete detailed program for the year	10%
9.	Order of Business	5%
10.	School/District calendar (w/holidays, semesters, beg./end of 6 weeks)	5%
11.	A short history of school or name of school	5%
12.	Bylaws with original approval date or revised date	10%

(Bylaws should be printed in directory/yearbook or include a note that bylaws have been distributed to members with a **copy clipped in the book for grading.**)

D. Optional Contents

- Dates of council meetings (if your unit belongs to a council)
- List of PTA past presidents
- List of Life Memberships and/or Extended Service Awards presented by PTA
- Dedication, motto, PTA colors (blue and gold)
- Other items useful to YOUR members

**Drop off at the April 3, 2019 Council meeting or mail one (1) copy of the directory/yearbook, postmarked by April 3, 2019 to:
Sharon Wainscott, 3101 Sheridan Dr., Garland, TX 75041**

PLEASE INSERT A COPY OF THIS FORM WITH YOUR BOOK FOR JUDGING!

Graded directories/yearbooks will be on display at the Spring Luncheon, May 10, 2019

Directories/yearbooks should be picked up at that time.

Please include a ziploc plastic bag for each directory/yearbook sent.

Highest	Gold seal with blue & gold ribbon.....	grade of 90-100%
Honor.....	Gold seal with blue ribbon	grade of 80-89%
Honorable Mention	Gold seal only	grade of 70-79%
Participant	grade below 70% or postmarked after April 4th	

Names to be included in directory/yearbook (See C2 above)

National PTA President

Jim Accomando
1250 North Pitt St
Alexandria, VA 22314

Texas PTA President

Sheri Doss
408 W. 11th Street
Austin, TX 78701

Council President

Debbie Crosby
8506 Coventry
Rowlett, TX 75089