

Mansfield ISD Council of PTAs

History Books (Scrapbook) Requirements 2007-2008

The History Book (scrapbook) is the permanent record of activities and achievements of your local PTA. If the History Book (scrapbook) has been neglected in the past, the Historian should try to bring it up to date by interviews with previous members, reference to newspapers and scrapbook files and secretaries' minute books.

The History Book (scrapbook) should be of durable material, about 12" x 16" in size. Official PTA History (Publicity) Book binders and filler sheets are available from the State PTA office.

Contents of Book should be as follows:

- This rules sheet attached to the inside of the cover. (5 pts)
- The front cover shall have the name of your PTA, School District, Council, and Area. (5 pts)
- The first sheet shall be blank except for the name and address of the person preparing the book in the lower right hand corner. (5 pts)
- The first numbered page shall be the Table of Contents. All required information should be plainly visible and location listed with corresponding numbered pages. (10 pts)
- The names of the Officers and Chairmen - pictures if available. (10 pts)
- The number of PTA members. (5 pts)
- A list of the current years' activities and projects. (15 pts)
- A copy of the most recent Bylaws approved by the state. (5 pts)
- Any photographs and publicity items you want to include. (15 pts)
- The neatness and originality of the History book (scrapbook). (15 pts)
- Include a copy of one or more newsletters. (5 pts)
- Highlight any new or unique project. (5 pts) Ex: this can be a program offered to the students or parents, funding of some unique experience for the students, just anything that is different. (5 pts)

Scoring:	95 – 100 points	Superior Blue ribbon
	85 – 94 points	Excellent Red ribbon
	50 – 84 points	Good White ribbon

Due to Council President by May 2, 2008
And will be displayed at May 12, 2008 Annual Council Luncheon