



2024-2025 Local PTA Scrapbook Entry Form

The Scrapbook is the permanent record of activities and achievements of your local PTA. If the Scrapbook has been neglected in the past, the Historian will bring it up to date through interviews with previous members and reference to newspapers, scrapbook files, and minute books. The Scrapbook must cover the fiscal year and be arranged month by month as activities occur. All Scrapbooks should be of a durable material and sized approximately 12"x12". For Scrapbooks digitally printed and bound, items to be included, such as the

copy of the Bylaws, newsletters, etc., can be attached at the back of the book without incurring any point penalties.

THE LOCAL PTA MUST COMPLETE THIS SECTION TO BE JUDGED		
Local PTA Name:		DEADLINE: Mon. 4/28/2025, 9 am – 2 pm
School PTA Contact Name:		Scrapbooks must be hand-delivered to the MISD Clothes Closet. <u>DO NOT</u> leave outside the building.
Phone Number:		
Email:		

The Scrapbooks are scored & displayed at the Luncheon on 5/8/2025. For any questions, contact January Zell (January_Zell@yahoo.com)

REQUIRED CONTENTS OF SCRAPBOOK (max score 30 points)	POINTS	SCORE
ATTACH A SHEET PROTECTOR TO THE SCRAPBOOK WITH THE FOLLOWING ITEMS		
Completed Scrapbook Entry Form	1	
Copy of Bylaws	1	
Copy of Annual Budget	1	
Copy of PTA Membership Directory	1	
COVER PAGE		
Name of Local PTA	1	
Name of Council: Mansfield ISD Council of PTAs	1	
Year Produced: 2023-2024	1	
The following PAGES must follow the order listed below		
Blank Page with Name and PTA Title of the person preparing the book in the lower right corner	1	
Table of Contents		
All pages are numbered and match the table of contents	1	
School Page		
Photo of School, School's Namesake or Students	1	
Principal Name	1	
Number of faculty (teachers and staff)	1	
Number of students	1	
Number of PTA members	1	
List Officers and Chairmen by name and picture	1	
List of PTA Meeting Dates	1	
Highlight a new or unique project supported by the PTA (please note as such)	1	
PTA Events, list events in chronological order from August to May (only SIX months are required)		
1. Event Name, Date, and Pictures (Programs, Fundraisers, Staff Appreciation, etc.)	1	
2. Event Name, Date, and Pictures (Programs, Fundraisers, Staff Appreciation, etc.)	1	
3. Event Name, Date, and Pictures (Programs, Fundraisers, Staff Appreciation, etc.)	1	
4. Event Name, Date, and Pictures (Programs, Fundraisers, Staff Appreciation, etc.)	1	
5. Event Name, Date, and Pictures (Programs, Fundraisers, Staff Appreciation, etc.)	1	
6. Event Name, Date, and Pictures (Programs, Fundraisers, Staff Appreciation, etc.)	1	
List of PTA Donations to the School	1	
List of PTA Donations to the Community	1	
Awards presented to your PTA	1	
List of Past Local PTA presidents	1	
List all Texas Life Memberships associated with school	1	
List Council Meetings attended (exclude minutes of any meeting)	1	
List State and National Meetings attended (exclude minutes of any meeting)	1	

For official use only.

30 – 26 Blue Ribbon

25 – 22 Red Ribbon

20 – 16 White Ribbon