

Points will be tallied for each Unit and the top Units will be recognized as "Outstanding Units" at Founder's Day

Forms may be accessed at <a href="http://www.coronanorcocouncilpta.com">www.coronanorcocouncilpta.com</a>	Points Possible	Date Turned In	Points Received
<p><b>August 14, 2025</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historian Hours - July</li> <li><input type="checkbox"/> May EBM Minutes</li> <li><input type="checkbox"/> May Treasurer's Report</li> <li><input type="checkbox"/> May Bank Reconciliation</li> <li><input type="checkbox"/> June EBM Minutes</li> <li><input type="checkbox"/> June Treasurer's Report</li> <li><input type="checkbox"/> June Bank Reconciliation</li> <li><input type="checkbox"/> July EBM Minutes</li> <li><input type="checkbox"/> July Treasurer's Report</li> <li><input type="checkbox"/> July Bank Reconciliation</li> <li><input type="checkbox"/> General Association Minutes</li> <li><input type="checkbox"/> General Association Treasurer's Report</li> <li><input type="checkbox"/> General Association Secretary's Report</li> <li><input type="checkbox"/> <i>*Annual Financial Report - (7-1 to 6-30)</i></li> <li><input type="checkbox"/> Board-Elect Attendance - CNCPTA May General Association Meeting - 1 point per person</li> <li><input type="checkbox"/> June Leadership Training Attendance - 1 point per person</li> <li><input type="checkbox"/> Membership Dues - manual dues collected must be turned in monthly</li> </ul>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>2</p> <p>2</p> <p>5</p> <p>-</p>		
<p><b>September 8, 2025</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historian Hours - August</li> <li><input type="checkbox"/> August EBM Minutes</li> <li><input type="checkbox"/> August Treasurer's Report</li> <li><input type="checkbox"/> August Bank Reconciliation</li> <li><input type="checkbox"/> <i>*Approved Budget w/Date Adopted</i></li> <li><input type="checkbox"/> Approved Calendar w/Date Adopted</li> <li><input type="checkbox"/> <i>*Year End Financial Review Report (1-1 to 6-30)</i></li> <li><input type="checkbox"/> <i>*Professional Governance Standards</i></li> <li><input type="checkbox"/> Membership Dues - manual dues turn in monthly</li> <li><input type="checkbox"/> <i>*Conflict Whistleblower Forms (signed by all board members)</i></li> <li><input type="checkbox"/> Membership Totals - both Manual and TOTEM</li> <li><input type="checkbox"/> August Leadership Training Attendance - 1 point per person</li> <li><input type="checkbox"/> Report of all EB Officer/Chairman &amp; dates when each received general financial training</li> </ul>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>3</p> <p>3</p> <p>5</p> <p>4</p> <p>-</p> <p>4</p> <p>2</p> <p>4</p>		

Points will be tallied for each Unit and the top Units will be recognized as "Outstanding Units" at Founder's Day

<p>September 8, 2025</p> <p><input type="checkbox"/> Signed Reflections Agreement</p> <p><input type="checkbox"/> <b><i>*Council's Unit Compliance Agreement Form signed (New Form)</i></b></p>	<p>2</p> <p>5</p>		
<p>October 9, 2025</p> <p><input type="checkbox"/> Historian Hours - September</p> <p><input type="checkbox"/> September EBM Minutes</p> <p><input type="checkbox"/> September Treasurer's Report</p> <p><input type="checkbox"/> September Bank Reconciliation</p> <p><input type="checkbox"/> General Association Minutes</p> <p><input type="checkbox"/> General Association Treasurer's Report</p> <p><input type="checkbox"/> General Association Secretary's Report</p> <p><input type="checkbox"/> <b><i>*Unit Required 3 Officers and Board Roster Entered into MyPTEx</i></b></p> <p><input type="checkbox"/> <b><i>*Membership Roster - both Totem and Manual</i></b></p> <p><input type="checkbox"/> <b><i>*Adopted Financial Review Report page 1 only - with dates Adopted by Board and Association</i></b></p> <p><input type="checkbox"/> Membership Totals -both Manual and TOTEM <b><i>(15 members min. required for compliance)</i></b></p> <p><input type="checkbox"/> Advocacy/Outreach Assessment \$100.00</p> <p><input type="checkbox"/> Council Gen'l Assessment Fee (\$200.00 Elementary/Academy - \$100.00 Intermediate/High School)</p> <p><input type="checkbox"/> Signed Reflections Agreement</p> <p><input type="checkbox"/> <b><i>*Copy of Tax Form 990N/990EZ Filing</i></b></p> <p><input type="checkbox"/> <b><i>*Copy of Tax Form 199N/199 Filing</i></b></p> <p><input type="checkbox"/> <b><i>*Copy of RRF-1 w/CT-TR-1 (if applicable) Filing</i></b></p> <p><input type="checkbox"/> Attendance - CNCPTA September General Association Meeting - 1 point per person</p> <p><input type="checkbox"/> Membership Dues - manual dues turn in monthly</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>2</p> <p>2</p> <p>5</p> <p>4</p> <p>5</p> <p>2</p> <p>5</p> <p>5</p> <p>3</p> <p>6</p> <p>6</p> <p>6</p> <p>-</p>		
<p>November 6, 2025</p> <p><input type="checkbox"/> Historian Hours - October</p> <p><input type="checkbox"/> October EBM Minutes</p> <p><input type="checkbox"/> October Treasurer's Report</p> <p><input type="checkbox"/> October Bank Reconciliation</p> <p><input type="checkbox"/> Membership Dues - manual dues turn in monthly</p> <p><input type="checkbox"/> Reflections Entry Submissions</p> <p><input type="checkbox"/> Membership Totals - both Manual and TOTEM</p> <p><input type="checkbox"/> <b><i>*Insurance Premium - pay directly to AIM-Pay Early</i></b></p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>-</p> <p>4</p> <p>2</p> <p>5</p>		

Points will be tallied for each Unit and the top Units will be recognized as "Outstanding Units" at Founder's Day

<p><b>December 11, 2025</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historian Hours - November 1</li> <li><input type="checkbox"/> November EBM Minutes 1</li> <li><input type="checkbox"/> November Treasurer's Report 1</li> <li><input type="checkbox"/> November Bank Reconciliation 1</li> <li><input type="checkbox"/> Membership Dues - manual dues turn in monthly -</li> <li><input type="checkbox"/> Membership Roster - both Manual and TOTEM 4</li> <li><input type="checkbox"/> <i>*Insurance Premium - pay directly to AIM- Pay on Time</i> 3</li> <li><input type="checkbox"/> <i>*Worker's Compensation Form - send directly to AIM</i> 5</li> <li><input type="checkbox"/> Attendance - CNCPTA November General Association Meeting - 1 point per person</li> <li><input type="checkbox"/> Membership Totals - both Manual and TOTEM 2</li> </ul>			
<p><b>January 15, 2026</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historian Hours - December 1</li> <li><input type="checkbox"/> December EBM Minutes 1</li> <li><input type="checkbox"/> December Treasurer's Report 1</li> <li><input type="checkbox"/> December Bank Reconciliation 1</li> <li><input type="checkbox"/> General Association Minutes 2</li> <li><input type="checkbox"/> General Association Treasurer's Report 2</li> <li><input type="checkbox"/> General Association Secretary's Report 2</li> <li><input type="checkbox"/> Membership Dues - manual dues turn in monthly -</li> <li><input type="checkbox"/> Membership Totals - both Manual and TOTEM 2</li> <li><input type="checkbox"/> <i>Worker's Compensation Form - send directly to AIM</i> 3</li> </ul>			
<p><b>February 12, 2026</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historian Hours - January 1</li> <li><input type="checkbox"/> January EBM Minutes 1</li> <li><input type="checkbox"/> January Treasurer's Report 1</li> <li><input type="checkbox"/> January Bank Reconciliation 1</li> <li><input type="checkbox"/> Membership Dues - manual dues turn in monthly -</li> <li><input type="checkbox"/> <i>*Mid-Year Financial Review Report (7-1 to 12-31)</i> 5</li> <li><input type="checkbox"/> Membership Totals - both Manual and TOTEM 2</li> </ul>			
<p><b>March 9, 2026</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historian Hours - February 1</li> <li><input type="checkbox"/> <i>*Historian Annual Report (Estimate the hours for March - June)</i> 5</li> <li><input type="checkbox"/> February EBM Minutes 1</li> </ul>			

Points will be tallied for each Unit and the top Units will be recognized as "Outstanding Units" at Founder's Day

<b>March 9, 2026</b> <input type="checkbox"/> February Treasurer's Report <input type="checkbox"/> February Bank Reconciliation <input type="checkbox"/> Membership Dues - manual dues turn in monthly <input type="checkbox"/> Membership Roster - both Manual and Totem <input type="checkbox"/> Council Founder's Day Reservations & Payment <input type="checkbox"/> Council PTA's Unit Spotlight Award Application <input type="checkbox"/> Membership Totals - both Manual and TOTEM	1 1 - 4 5 5 2		
<b>April 6, 2026</b> <input type="checkbox"/> March EBM Minutes <input type="checkbox"/> March Treasurer's Report <input type="checkbox"/> March Bank Reconciliation <input type="checkbox"/> Convention Attendance <input type="checkbox"/> <b><i>*Board-Elect Unit Rosters with emails and phone numbers - upload into MyPTEZ and copy to Council by April 15, 2026</i></b> <input type="checkbox"/> Attendance - CNCPTA March General Association Meeting - 1 point per person <input type="checkbox"/> Membership Totals - both Manual and TOTEM <input type="checkbox"/> Membership Dues - manual dues turn in monthly			
<b>May 15, 2026</b> <input type="checkbox"/> April EBM Minutes <input type="checkbox"/> April Treasurer's Report <input type="checkbox"/> April Bank Reconciliation <input type="checkbox"/> General Association Minutes <input type="checkbox"/> General Association Treasurer's Report <input type="checkbox"/> General Association Secretary's Report <input type="checkbox"/> <b><i>*Adopted Mid Year Financial Review Report page 1 only - with dates Adopted by Board and Association</i></b> <input type="checkbox"/> Membership Totals - both Manual and TOTEM <input type="checkbox"/> Membership Dues - manual dues turn in monthly			
<b>June 2026</b> - **will be requested in August 2026 for points <input type="checkbox"/> May EBM Minutes** <input type="checkbox"/> May Treasurer's Report** <input type="checkbox"/> May Bank Reconciliation** <input type="checkbox"/> Membership Totals - both Manual and TOTEM <input type="checkbox"/> Membership Roster - both Manual and TOTEM <input type="checkbox"/> Membership Dues - manual dues turn in monthly			

Points will be tallied for each Unit and the top Units will be recognized as “Outstanding Units” at Founder’s Day

<b>June 2026</b> - **will be requested in August 2026 for points  <input type="checkbox"/> Council Leadership Training Attendance - 1 pt per person ** points issued in August 2026 <input type="checkbox"/> Attendance CNCPTA May General Association Meeting - 1 pt per person ** points issued in August 2026			
---	--	--	--