

**Serve as an Elected PTA Officer:**

\_\_\_\_\_  
Presenter

\_\_\_\_\_  
Date

**OHIO PTA CONFERENCES:  
Advocacy/Legislation:**

\_\_\_\_\_  
Presenter

\_\_\_\_\_  
Date

**District:**

\_\_\_\_\_  
Presenter

\_\_\_\_\_  
Date

**Leadership:**

\_\_\_\_\_  
Presenter

\_\_\_\_\_  
Date

**OHIO PTA CONVENTION & two workshops:**

\_\_\_\_\_  
Workshop #1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Workshop #2

\_\_\_\_\_  
Date

**Work at Ohio PTA Convention – Basic  
(Hostess, usher, page, door monitor)**

\_\_\_\_\_  
Presenter

\_\_\_\_\_  
Date

**NATIONAL PTA CONVENTION:**

\_\_\_\_\_  
Presenter

\_\_\_\_\_  
Date

# *First Step Gold Key Leadership Award*



The Ohio PTA **Gold Key Leadership Award** was created to develop and strengthen PTA leadership. The Gold Key Leadership Award provides basic training, advanced training, and continued development of PTA leaders.

The **First Step Gold Key Leadership Award** was developed to recognize the leadership accomplishments of Ohio PTA members. The **Second Step Gold Key Leadership Award** was developed for those PTA leaders who choose to further their leadership skills and become PTA leaders. The **Third Step Gold Key Leadership Award** takes the PTA leader a step further in developing skills to promote the Mission and Purposes of PTA.

Each of the **Gold Key Leadership Awards** has specific activities to complete. Refer to each section for the required activities. The **Third Step Gold Key Leadership Award** requires attaching the certificates received upon completion of the e-learning courses with this form when submitting. Be sure to include this certificate.

You have three years to complete each of the individual **Gold Key Leadership Awards**. After completing the **First Step Gold Key Leadership Award** and submitting to Ohio PTA, start completing the activities for the **Second Gold Key Leadership Award**. Again you have three years to complete the **Second Step Gold Key Leadership Award**. Once completed and submitted to Ohio PTA, start working on the **Third Step Gold Key Leadership Award**. Upon completion of each Gold Key Leadership Award the PTA member will receive a pin (1<sup>st</sup> Step) or charm (2<sup>nd</sup> & 3<sup>rd</sup> Step) and certificates.

Ohio PTA  
40 Northwoods Blvd., Suite A  
Columbus, OH 43235-4718

614-781-6344  
800-699-6628  
614-781-6349 FAX  
office@ohiopta.org

It is easy to earn your **Gold Key Leadership Awards**. Many of the programs, workshops, and conference requirements are provided on both the state and local levels. The Mission of the PTA can only be realized through the involvement and commitment of PTA members. Both you and your PTA will benefit from the training you receive as a PTA leader.

As each **Gold Key Leadership Award** activity is completed, this brochure will need to be dated and signed by the presenter or their designee.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

PTA Unit Name: \_\_\_\_\_

PTA Council Name: \_\_\_\_\_

PTA District: \_\_\_\_\_

Date Begun: \_\_\_\_\_ Completed: \_\_\_\_\_

Member's Signature: \_\_\_\_\_

Return completed form to:

Ohio PTA  
40 Northwoods Blvd., Suite A  
Columbus, OH 43235-4718

*(Keep a copy for your records)*

### **First Step Gold Key Leadership Award**

*Ohio PTA members must select the three (3) required courses and nine (9) additional activities of the fifteen (15) leadership activities.*

**REQUIRED COURSES:**

☛ Bylaws/Standing Rule

Presenter	Date
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☛ Financial Review/Budget

Presenter	Date
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☛ Parliamentary Procedure

Presenter	Date
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**ADVOCACY:** two (2) workshops

Workshop	Presenter	Date
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Workshop	Presenter	Date
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**LEADERSHIP:** two (2) workshops

Workshop	Presenter	Date
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Workshop	Presenter	Date
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**MEMBERSHIP:** two (2) workshops

Workshop	Presenter	Date
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Workshop	Presenter	Date
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**PROGRAMS:** two (2) workshops

Workshop	Presenter	Date
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Workshop	Presenter	Date
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