

Unit Development Awards:

I. Programs/Services

Performance Criteria	Points Possible	Performance Evidence	Points Earned
1. Fall and/or spring meetings or project sponsored.	10 per meeting		
2. Journal produced and distributed.	10		
3. Public school members involved.	10		
4. Meeting announcements sent to unit membership and the National Office.	5		

5. Awards Program sponsored.	5		
6. Executive Committee functioned.	5		
7. Professional Development activity sponsored.	5		
8. Research formally promoted.	5		
9. Scholarship program developed.	5		
10. Business meeting(s) held and documented.	5		

11. Some type of newsletter circulated.	5		
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Total Points

Unit Development Award:

II. Membership/Management

Performance Criteria	Points Possible	Performance Evidence	Points Earned
1. 75% of individual members retained from previous year.	10		
2. Unit has a Secretary, or Executive Director.	10		
3. Standing Committees functioned.	10		
4. Recruitment activities conducted.	10		

5. Offices are provided orientation to their positions.	5		
6. Unit information is distributed among educators.	5		
7. Renewal notices sent.	5		
8. Ad Hoc Commission(s) or Standing Committee(s) functioned.	5		
9. Student members participated.	5		
10. Unit directory circulated.	5		
11. Unit operated in the black.	5		

12. Financial report provided to members and/or Executive Committee.	5		
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Total Points

Unit Development Award

III. Articulation with the National Office

Performance Criteria	Points Possible	Performance Evidence	Points Earned
1. Regular communication with the National Office is in evidence.	10		
2. State or unit members attend the Annual Meeting and the Summer Workshop.	10		
3. Annual Report filed.	10		
4. At least half of the delegates or alternates	10		

attended the last Delegate Assembly.			
5. Unit members have helped to plan a regional or national education event.			
6. Unit plan is articulated with mission and goals of ATE.	5		
7. Bylaws/Constitution approved by the Standards and Performance Committee.	5		
8. Unit is represented at the Council of unit Presidents Meeting during the Annual Meeting and/or the Summer Workshop.	5 each meeting		
9. Unit members participate on national committees, commissions, and task forces.	5		

10. Unit contributes at least \$50 to the National ATE (e.g. Leadership Foundation, special projects, donations, etc.)	5		
11. Unit contains people who hold national office (e.g., Board members, Committee, Commission during current year.)	5 each		

Total Points