

## Goals for Units of Distinction

**Unit Presidents:** Please complete this form and return it to the WSSRA office by **May 15**. "Units of Distinction" awards will be presented at Convention to those units having successfully completed 16 to 21 of the desired goals listed below during this fiscal year. All units are requested to submit this form each year.

19 to 21 goals = Highest Distinction

Unit Name \_\_\_\_\_

16 to 18 goals = Distinction

Unit Number \_\_\_\_\_

Statement		Yes
<b>Membership</b>		
1.	Unit officers and committee chairs were members of both WSSRA and the Local Unit	
2.	Unit provides an opportunity at each meeting for paying State and Local dues by cash or automatic dues deduction	
3.	Unit Membership Committee actively recruits school employees <b>Example(s):</b>	
4.	Unit increased membership by 5% or reached the highest membership total ever based on April 1 membership compilation	
<b>Activities</b>		
5.	Unit plans to send delegates to Convention	
6.	A minimum of three Unit officers/committee chairs attended three Coordinating Council meetings this year <b>Dates of meetings and names of attendees:</b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	
7.	Unit held regularly scheduled meetings/events during the fiscal year <b>Dates and locations of events:</b>	
8.	Unit Executive Board held at least four scheduled meeting during the year	
9.	Unit sponsored an interesting and challenging program on at least one community issue <b>Issue and Program:</b>	
<b>Service</b>		
10.	Unit nominated at least one member for a State office or State committee and the nominee(s) have signed a Willingness to Serve form <b>Name of Nominee and State Office/Committee:</b>	
11.	Unit successfully conducted <b>two</b> community service projects <b>Name of Projects:</b>	
12.	Unit provides for Retirement Planning information <b>Date and Chair:</b>	

Service continued		Yes
13.	Unit nominated one member to receive the WSSRA Stan McNaughton Outreach Award and one member to receive the WSSRA Patrick T. Hoban Meritorious Award <b>Name of Nominees and Award for which nominated</b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>	
14.	Unit established one or more of the following: <ul style="list-style-type: none"> <li>• Unit scholarship fund or student loan</li> <li>• Yearly contribution to WSSR Foundation</li> <li>• Unit mini grant for student learning improvement</li> </ul>	
Communication		
15.	Unit maintained historical record of Unit activities and projects <b>Name of Historian:</b>	
16.	Unit provided newsletter/bulletin/postcard notification to members prior to at least three meetings	
17.	Unit has an active Legislative Committee which worked in alignment with the State Legislative Committee	
18.	Unit established and used email, telephone tree, etc. to alert members as requested by the State Legislative Committee	
19.	Unit uses technology e.g. email, website etc. to communicate with members <b>Example(s):</b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>	
20.	Unit publicized or participated in Washington State School Retirees' Appreciation Week <b>Example(s):</b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>	
21.	<b>Unit tracks volunteer hours for members and reports those hours to the Lacey office.</b>	

Please return the completed form to the  
Tara Teitzel  
WSSRA Office  
4726 Pacific Avenue  
Lacey, WA 98503  
by the deadline date of May 15

Unit Tally

Total Number of Goals Achieved \_\_\_\_\_

Signed \_\_\_\_\_  
(Unit President)

Date \_\_\_\_\_