



Eta Mu Newsletter

California State Area XVII Eta Mu Chapter www.etamucaliforniadkg.org Volume LV I September 2019
Newsletter Editor jtrask1636@yahoo.com

Mission Statement

The Delta Kappa Gamma Society International promotes professional and personal growth of women educators and excellence in education

International Vision Statement

Key Women Educators Impacting Education Worldwide

DKG California Vision Statement

DKG California - Educational - Professional - Making an Impact



Presidents' Message

Happy September Sisters!

It has been a very busy summer for our membership and executive board! Program Committee and Finance Committee have been meeting to prepare for this year's programs and ensure that we continue to be fiscally responsible! We have such a great selection of program's for you this year - we are excited to present them to you at our Fall Brunch. We will also be inducting 3 new members into our chapter!

Congratulations to all of you who have travelled far and wide - we will be looking forward to hearing all about visits to Italy, the Philippines, and a trip around the United States to name a few. We are so very proud of our own Carol Vieira who has stepped up to become our Area Director as Marilyn Thompson has had to step down for family reasons. Area XVII has always been well-represented at the Area level by members of Eta Mu and that tradition continues with Carol, Pat Elston, and Kathleen Heinzinger!

For those of you who are still teaching, we wish you the best of years welcoming back your newest crop of young minds to harvest. For those of us who are retired, we promise to continue fun lunches, THAT, and support for DKG at the area and state levels. If you are interested in stepping up, this may be the year for you!! We are always looking for new leadership and this year the Executive Board will turn over. Will YOU step up and share your leadership expertise?

See you on September 14th! Don't forget to send a baby picture to Janice Freeman for a fun activity described later in this newsletter!

Lynn Lysko Ed.D.

September Kickoff Salad Potluck

When: Saturday, September 14 , 2019, 11 a.m. - 2 p.m.

Where: Joyce Brook's home

2433 Murguia Drive Modesto 95356

209-606-9846

September Kick-off is a collection month for the Modesto Gospel Mission - teaching materials, toiletries or cash gifts are gladly accepted.

Please RSVP to your Evite or contact Judy Trask: 209-918-5532. Also, Janice has sent out an email with details of this event, so please reply to that to let everyone know what type of salad you will bring to the potluck.

You've come a long way, baby! And at our Kick-off brunch, we're going to see just exactly HOW far! Janice Freeman is requesting that you send her a baby picture of yourself (up to age 4 or 5). We'll be posting the pictures around Joyce Brooks' beautiful back yard, and your task will be to see how many of our Eta Mu babies you can recognize. Is it in the eyes? Maybe the smile..... There WILL be a prize for the most right answers!

How to get the picture to Janice:

1. Snail mail with your name on the back. She will scan it and return the original to you at the luncheon in an unmarked blank envelope: 3909 St. Nicholas Drive, Modesto 95356

2. Electronically: Scan your picture yourself and email or text attached file Janice a jpeg file. Take a picture of your chosen picture with your phone and send Janice a text or email with the file attached by text - 209-484-3416 or email - beardiva@aol.com



Area XVII Fall Conference

This year our contribution basket is themed "All Things Fall-ish." Please bring items to contribute when you come to the brunch. We will also be collecting books to donate to the Buck-a-Book concession.

Please register for the conference at the link below:

Area XVII Fall Conference Registration <https://docs.google.com/forms/d/1Ig3jH4tNwmoo-COGfg7C8Om7eZ6kFDLXx4B3bluVmfv4/edit>

This online registration link will automatically send you a confirmation email. It will also record the registration information in a spreadsheet so we can order lunches and make name tags.

A PDF of the registration form can be found at the end of this newsletter.

Mail your check to
Pat Elston, Area XVII Programs and Conferences
3141 Bramham Ct, Modesto, CA 95355



Karen Moore and Mary Lou Dieterich have just returned from a 12 day road trip to Newport, Oregon. They spent the first night in Eureka, then spent 9 days in Mary Lou's time share while enjoying the sights with Karen, Ron, and son Bob. They spent one night in Ashland and attended a Shakespeare play on their way home.

Our members in convalescent care appreciate cards and letters:

Sheila Efflandt
Walnut Grove
2801 Lou Ann Drive, Room #21
Modesto, CA 95350

Nancy Lee
English Oaks
2633 W. Rumble Road, Room #127
Modesto, CA 95350

Maureen Donovan
Ceres Post Acute Care
1711 Richland Avenue, Room #203
Ceres, Ca 95307
Phone: (209)815-1269



Birthdays

SEPTEMBER	2	Carol Wharton
	4	Karen Harris
	4	Karen Mendonca
	7	Cyndi Fletcher
	14	Janice Chan
	29	Maureen Donovan



The September Lunch Bunch will be Friday, September 27 at 11:00 at Squeeze In, a breakfast/lunch cafe at 3020 Floyd Avenue, Suite 101 in Modesto. No RSVP needed—just show up!

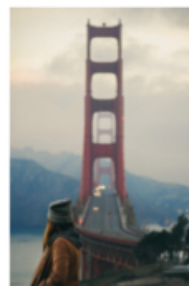
Building Bridges Through Technology

DKG California Communications and Technology Committee presents a one-day technology workshop Saturday, September 28, 2019 at the Alameda County Office of Education 313 W. Winton Ave., Hayward, CA from 8:30 a.m. – 3:00 p.m.

WORKSHOP CHOICES:

Google Slides • G Suite Apps and Tools • Google Classroom • Coding and the Classroom • Building a Beautiful Website • Social Media Tips
Creating Eye-Catching Ads or Newsletters

To actively engage in the workshop, we recommend that you bring a personal laptop.



The Technology Workshop registration fee is \$80, which includes up to three workshops, morning refreshments, and lunch. Each workshop session will last 1½ hours. Registrants may participate in three workshops or take two sessions of a single workshop based on availability and requests.

Register early! Deadline: September 20, 2019

Please complete the form tinyurl.com/dkgtechworkshop.

A Technology Workshop Award provided by the Scholarship Committee is available for this workshop!

Visit <https://goo.gl/ad3KGU> for more information. Deadline to apply is October 20, 2019.

“BUILDING BRIDGES TO SUCCESS”

Area XVII invites all DKG members and guests to come to the Area XVII Fall 2019 Conference. We will focus on the DKG California Theme “Crossing Bridges Together” with a Guest Speaker, Kevin Fox of VOLT, Interest Sessions on programs that help learners succeed in our community as well as sessions that will help each of us succeed in a personal endeavor such as exercise or gardening. Our new inductee, Elena Vasquez, will present a session on helping first college students make a successful transition to college.

\$25 Registration will cover a light breakfast snack and lunch catered by the Chopping Block. Register with the link:

[Area XVII Fall Conference Registration](#)

or go to the Eta Mu website to link to the registration form
<https://www.etamucaliforniadkg.org/area-and-state-events.html>.

Vendors will be on hand. Buck-A-Book Donations are welcome. Tickets will be sold for Raffle Baskets to raise funds to support Early Career Educators.

Location: STANISLAUS COUNTY OFFICE OF EDUCATION (SCOE)
1100 H Street, Modesto, CA 95354
Registration will close September 28, 2019.

Area XVII Fall Conference: Building Bridges to Success

Saturday, October 12, 2019
8:30 am - 1:30 pm
Stanislaus County Office of Education
1100 H Street
Modesto, CA 95354

Registration is Due September 28, 2019.

The Fall Conference registration fee is \$25, which includes up to two interest sessions, light morning refreshments, and lunch. Each interest session will last 45 minutes. There will be vendors, entertainment, and a keynote speaker. Registrants may choose to participate in any interest session.

Note: No refund requests accepted after September 28. Late Registration fee \$30 by October 5, 2019.

*** Required Fields** Email

address * _____

1. Please write a check for \$25 payable to Delta Kappa Gamma Area XVII. In the memo line write Area XVII Fall Conference.
2. Mail checks to Pat Elston, Area XVII Programs and Conferences, 3141 Bramham Court, Modesto, CA 95355.
3. Complete the information below accurately.
4. CONTACT Pat Elston at 209-338-8361 or Gloria Bracco at 209-545-0883.

Registration Form

First Name _____

Last Name _____

Phone number * _____

DISCLAIMER: Attendance at the Area XVII Fall Conference constitutes permission for you to be photographed for DKG publicity purposes. If you do not wish to be photographed, please notify the photographers. *

▪ I have read the above Disclaimer +Initials _____

Chapter

If a chapter officer, area or state officer, indicate position held

Area _____

LUNCHEON SELECTIONS: Sandwiches include Potato Salad and a Cookie check only one.:

- Ham and Swiss Cheese on a Dutch Crunch Roll

- Turkey and Provolone Cheese on a Dutch Crunch Roll
- Mediterranean Sandwich/ Hummus, Feta, lettuce, tomato, roasted red peppers, cucumbers, black olives, avocado, vinegar and oil on ciabatta bread
- Greek Salad /Romaine, cucumbers, tomatoes, red onion, feta cheese, kalamata olives
- Chef Salad/Iceberg lettuce, chunks of chicken, ham, cheddar cheese, Monterey jack cheese, egg, tomatoes

Number of Guests (Not including yourself) *.

- 0
- 1
- 2
- 3

1. Guest's First Name _____

1. Guest's Last Name _____

1. GUEST'S LUNCHEON SELECTION: Sandwiches include Potato Salad and a Cookie, Salads include a Cookie

check only one:

- Ham and Swiss Cheese on a Dutch Crunch Roll
- Turkey and Provolone Cheese on a Dutch Crunch Roll
- Mediterranean Sandwich/ Hummus, Feta, lettuce, tomato, roasted red peppers, cucumbers, black olives, avocado, vinegar and oil on ciabatta bread
- Greek Salad /Romaine, cucumbers, tomatoes, red onion, feta cheese, kalamata olives
- Chef Salad/Iceberg lettuce, chunks of chicken, ham, cheddar cheese, Monterey jack cheese, egg, tomatoes

2. Guest's First Name _____

2. Guest's Last Name _____

2. GUEST'S LUNCHEON SELECTION Sandwiches include Potato Salad and a Cookie

check only one:

- Ham and Swiss Cheese on a Dutch Crunch Roll
- Turkey and Provolone Cheese on a Dutch Crunch Roll
- Mediterranean Sandwich/ Hummus, Feta, lettuce, tomato, roasted red peppers, cucumbers, black olives, avocado, vinegar and oil on ciabatta bread
- Greek Salad /Romaine, cucumbers, tomatoes, red onion, feta cheese, kalamata olives
- Chef Salad/Iceberg lettuce, chunks of chicken, ham, cheddar cheese, Monterey jack cheese, egg, tomatoes

3. Guest's First Name _____

3. Guest's Last Name _____

3. GUEST'S LUNCHEON SELECTION Sandwiches include Potato Salad and a Cookie
check only one:

- Ham and Swiss Cheese on a Dutch Crunch Roll
- Turkey and Provolone Cheese on a Dutch Crunch Roll
- Mediterranean Sandwich/ Hummus, Feta, lettuce, tomato, roasted red peppers, cucumbers, black olives, avocado, vinegar and oil on ciabatta bread
- Greek Salad /Romaine, cucumbers, tomatoes, red onion, feta cheese, kalamata olives
- Chef Salad/Iceberg lettuce, chunks of chicken, ham, cheddar cheese, Monterey jack cheese, egg, tomatoes

By-laws update

Pat Elston, with assistance from Judy Trask and Janice Freeman, has completed the mandated revision of our chapter by-laws. The new document in its entirety is included at the end of the newsletter. Please read through it carefully. If you have any questions about the content, or find any mechanical errors that need to be corrected, please contact Pat (209-338-8361, patriciaee@aol.com) or Janice (209-484-3416, beardiva@aol.com) via phone or email. We will be voting to ratify the new by-laws at our Kick-off meeting, but we do not plan to spend time reading through them in detail. Now is your opportunity to do that! We will, however, allow time for any discussion that arises due to questions. Thank you in advance for checking through this important document.

THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL

**CALIFORNIA STATE ORGANIZATION, AREA XVII
ETA MU CHAPTER RULES**

ARTICLE I: Name

The name of this organization is the **ETA MU CHAPTER**, of The Delta Kappa Gamma Society International, **California State Organization, Area XVII** chartered on May 24, 1968.

ARTICLE II: Purposes

1. The ETA MU CHAPTER is dedicated to fulfilling the seven purposes of THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL and those of California State Organization as stated in in the *Constitution and International Standing Rules*.

2. The chapter is dedicated to fulfilling the International Mission Statement: The Delta Kappa Gamma Society International promotes professional and personal growth of women educators and excellence in education.

ARTICLE III: Membership

1. Invitation

Qualifications for active, collegiate, reserve, and honorary membership are stated in the *Constitution and International Standing Rules*. Membership shall be in accordance with the Delta Kappa Gamma Society *Constitution and International Standing Rules*. The ETA MU CHAPTER shall have full authority for the administration of membership.

2. Classification

2.1. An active member shall be a woman who is employed as a professional educator or has been retired from an educational position. An active member shall participate in the activities of the Society.

2.2 A collegiate member shall be a woman who is an undergraduate or graduate student pursuing an education degree and who intends to continue academically and professionally in the field of education.

2.3 A reserve membership shall be granted only to a member who is unable to participate fully in the activities of the Chapter because of physical condition and/or geographic location.

2.4 An honorary member shall be a woman not eligible for active membership who has rendered notable service to education or to women and is elected to honorary membership in recognition of such service. This member does not have to live in the Chapter area.

3. Election

3.1 Members shall be responsible for recruiting and referring prospective members. Prospective members may be invited to attend Society activities and meetings prior to invitation to membership.

3.2 The Membership Committee shall present the names of qualified candidates for membership at a chapter meeting and give a brief résumé of each and how each will fit into chapter parity.

3.3 An official invitation signed by the chapter President, together with a copy of the Society Information Brochure, shall be mailed or delivered by chapter members to each prospective member.

3.4 Prospective members do not have to be voted into the chapter; however, if a chapter prefers to hold a vote, voting shall be by ballot requiring approval by a majority of ballots cast.

3.5 The name and the address of the membership chairman to whom the reply is to be made and the date the reply is expected shall be a part of the invitation.

4. Orientation

4.1 All those who accept the invitation to join the chapter shall be asked to an orientation meeting to acquaint them with the advantages and responsibilities of membership in The Delta Kappa Gamma Society International.

4.2 The orientation shall be the responsibility of the chapter officers and the Membership Committee.

4.3 Orientation shall be given prior to the induction date.

4.4 Sponsoring members shall offer to bring the inductee to the orientation meeting.

5. Induction

5.1 New members shall be inducted at least annually at a time to be determined by the Executive Board.

5.2 The Membership Committee shall be responsible for arranging and conducting the ceremony.

5.3 The sponsoring member shall help the new member become an integral part of the group.

5.4 The sponsoring member(s) may elect to pay the fee incurred at the initiation of the new member.

5.5 The Second Vice President/Membership Committee Chair shall conduct Reorientation yearly at a regular meeting.

5.6 The chapter will present inductees with DKG key pins.

6. Transfers

Transfer members shall be accepted without a vote and may become part of the chapter at any time.

7. Termination

7.1 Membership shall be terminated for non-payment of dues or by resignation.

7.2 The names of all members dropped for non-payment of dues may be announced to the chapter and recorded as such in the minutes.

8. Reinstatement

8.1 Former members shall be reinstated to membership at their request and without a vote by the chapter.

8.2. The reinstated member must pay current chapter dues.

9. Records

9.1 Attendance records are the responsibility of the Secretary.

9.2 The Second Vice President/Membership Committee Chair or members of the membership committee shall be responsible for contacting members who are not attending to determine the reason for non-attendance and note the reason in the records.

9.3 The Second Vice President/Membership Committee Chair shall have the responsibility of sending cards or other greetings to members who are ill.

9.4 During each biennium, members will update their biographical profile sheets that will be kept by the Membership Chairman.

9.5 The Membership Committee shall maintain membership records in perpetuity.

10. Resignation and Change of Membership Classification

10.1 Resignations shall be accepted by the chapter and recorded in the chapter minutes.

10.2 A member wishing to resign shall do so by letter to the Chapter President.

10.3 A member wishing to request reserve status shall do so by letter to the Chapter President.

ARTICLE IV: Finances

Financial matters are in accordance with The Delta Kappa Gamma Society *International Constitution, International Standing Rules, and the California State By-Laws.*

1. Dues and Fees

1.1 Chapter dues shall be determined and approved by chapter membership by June 30, of each year. Any changes in the dues structure shall be approved by a two-thirds vote of those present at the meeting in which the vote is taken.

1.2 Dues for collegiate members may be determined by the chapter. DKG California has set collegiate dues at \$10.00, which is the same as those for a reserve member.

1.3 Annual chapter, state, and international dues and fees will be collected by the Chapter Treasurer. Dues shall be paid by June 30 to meet DKG Society International fiscal policy.

1.4 The treasurer will contact members whose dues are not paid by the specified deadline of June 30.

1.5 Members will be dropped by DKG Society International if their dues are not paid by October 1.

1.6 Dues for membership commencing after January 1 shall be one-half of the international and one-half of the state membership dues.

1.7 Chapters may choose to reduce dues to one-half of the regular dues due or membership commencing after January 1.

2. Assessments

2.1 Assessments may be made as needed.

2.2 Assessments shall be established to defray expenses for specific purposes if agreed upon by a majority of those present at a regular meeting or a unanimous consent of the Finance Committee.

3. Other Income

Income raised through fundraising shall be used for specific purposes if agreed upon by a majority of those present at a regular meeting.

4. Budget

4.1 The Finance Committee, comprised of the Chapter Treasurer, the current First Vice President/Program Committee Chair, a past President, and a chapter member shall formulate a budget to be presented to the membership for approval by October of each year.

4.2 Convention travel and lodging expenses for the President shall be budgeted annually and paid for by the chapter.

4.3 The chapter budget shall be presented to the Executive Board for approval prior to the vote by the general membership.

4.4 The budget shall be presented for approval at the first chapter meeting following the Finance Committee meeting.

4.5 Two signatures shall be required for all checks. There shall be three signatories on the chapter bank account. Signatories may be the president and treasurer and/or other member(s) as identified by a vote of the membership.

5. Audit

5.1 An annual audit shall be conducted according to California State Guidelines. An auditing checklist shall be made available to the auditors.

5.2 At least two chapter members, not serving on the Finance Committee, shall be appointed by the President to meet with the treasurer and to complete the audit by July 31.

6. Donations

Use of monies received as undesignated donations shall be determined by the majority of members present at a regular meeting.

7. Fundraising

7.1 Dues and fees shall cover operating expenses.

7.2 Funds may be raised for other purposes, including recruitment grants, scholarships, Outstanding Student Teacher awards, or other awards identified by the chapter members.

7.3 The Chapter Treasurer shall collect, report, and be responsible for all general dues, special projects, and fund-raising proceeds.

8. Funds

8.1 The Treasurer shall be responsible for making all deposits and keeping an account of all monies received and spent.

8.2 Chapter funds shall be deposited into a local Federal D.I.C. Bank.

8.3 Scholarships/grants-in-aid funds shall be categorized in a specified budget category and deposited in the chapter's general fund.

8.4 Grants-in-aid (for non-members) and scholarships (for members) may be awarded annually as budgeted by the Finance Committee.

8.5 When appropriate, special project funds shall be designated in accordance with the annual budget and deposited in the bank.

8.6 Voluntary contributions shall be collected annually by the treasurer for World Fellowship and sent to International Headquarters.

8.7 An honorarium of \$25 may be offered to program presenters.

8.8 The President's pin shall be purchased with chapter funds by the treasurer and presented at the installation.

8.9 The chapter may pay at least one-half of the fees for one member to attend California State Leadership Training. If no member attends Leadership Training, the budgeted amount may be carried over to the subsequent year at which time the full fee may be paid for a member's attendance.

8.10 One-time awards or grants may be made at the discretion of the membership.

8.11 A memorial donation of \$25 may be made in the event of death of a member.

8.12 The chapter may fund special projects as approved by the membership.

ARTICLE V: Organization

The Chapter shall govern the conduct of its business as stipulated in the *Constitution and International Standing Rules, Chi State Bylaws, and Chapter Rules*.

ARTICLE VI: Officers

1. Chapter Officers

1.1 Elected chapter officers shall be President or Co-Presidents, First Vice-President/Programs, Second Vice-President/Membership, and Secretary.

1.2 Officers shall perform duties as specified in the Eta Mu Chapter Rules.

1.3 The President shall appoint a treasurer. The executive committee shall approve the treasurer.

1.4 The President may appoint an assistant treasurer.

1.5 The Immediate Past President shall serve as Parliamentarian.

2. Election and Term of Officers

2.1 Election of officers shall be held no later than April, so the incoming president can attend the California State Organization Convention in May.

2.2 Officers shall be elected by ballot by a simple majority of members present.

2.3 The president and other officers, with the exception of the treasurer, shall not serve in the same office for more than two consecutive terms.

2.4 In event an office becomes vacant, the president will appoint a replacement.

3. Duties of Elected Officers

3.1 President

- a. The President shall perform all duties prescribed by California State Organization. She shall inform members of all meetings including budget, executive board, and all training and conferences sponsored by California State Organization.
- b. The President is ex-officio on all committees, except nominations.

3.2 First Vice President

- a. The First Vice President shall serve as Program Chair.
- b. The First Vice President shall be a member of the Finance Committee.

3.3 Second Vice President

- a. The Second Vice President shall serve as Membership Committee Chair
- b. She shall handle social correspondence for the chapter. She shall send appropriate greetings and notifications to members.
- c. The Second Vice President is responsible for new member orientation and induction

3.4 Secretary

- a. The Secretary shall keep minutes in narrative form which reflect the business and major activities of each meeting. The minutes shall contain the following: call to order by the President (name); date, time, and type of meeting; number of members present; program motions; and major announcements. The Secretary shall sign the minutes and retain a copy. She shall send a copy to the President.
- b. The Secretary should be responsible for appointing someone to take minutes in her absence. She shall make sure the minutes of the past meeting are supplied if she must be absent from a meeting.
- c. The Secretary shall be a member of the Standing Rules Committee

3.5 Treasurer

- a. The Treasurer shall be responsible for having a written report available at all meetings even if she is unable to attend.
- b. The Treasurer is responsible for preparing the chapter financial record for the annual audit.

3.6 A vice president shall preside at meetings when the Chapter President is unable.

3.7 Officers shall be responsible for all materials issued to them and shall return them in an organized form to the Chapter President at the close of her term.

ARTICLE VII: Executive Board

1. Executive Board

1.1 The Executive Board shall consist of all elected officers and appointed committee chairpersons.

1.2 The treasurer shall serve with a vote unless under remunerative contract for services. The parliamentarian (immediate past president) shall serve ex-officio (without vote).

2. Duties

2.1 The Executive Board shall meet at least two times during the year with the quorum being a majority of voting members of the board.

2.2 The Executive Board shall act on behalf of the chapter in matters requiring immediate action and/or decision.

2.3 The Executive Board shall recommend policies and procedures for consideration by members.

2.4 The Executive Board shall establish rules for budget development and approval and for the supervision of Chapter finances.

ARTICLE VIII: Committees

The President shall appoint committees. Members may choose the committees on which they wish to serve. Standing Committees shall consist of Rules, Finance, Membership, Nominations, Programs, Communications, and Scholarship and Awards.

1. Society Business

1.1 Chapter Rules Committee

The Chapter Rules Committee shall consist of the Chapter President, one Vice president, and the Parliamentarian. The committee shall:

- a. review and revise the Chapter Rules at least once a biennium
- b. forward an electronic copy of the revised Chapter Rules to the California Organization By-laws, Planning and Procedures Committee.

1.2 Finance Committee

The Finance Committee shall be comprised of the Chapter Treasurer, the current First Vice President/Program Committee Chair, a past President, and a chapter member. The committee shall:

- a. be responsible for setting dues and fees with the approval of the membership
- b. develop the annual budget
- c. make reports and secure the annual audit
- d. assist the treasurer in collecting dues and fees
- e. assist the treasurer in filing a financial report.

1.3 Membership Committee

The Membership Committee shall consist of the Second Vice President and two chapter members. The committee shall

- a. develop a plan for membership recruitment
- b. seek prospective members
- c. be responsible for orientation and initiation
- d. encourage participation by all members
- e. prepare the Necrology report
- f. maintain current biographical data of all chapter members annually
- g. be responsible for ceremonials, re-initiation, and installations
- h. present a single rose to the family of a member when a member of the Chapter passes away
- i. send a card of sympathy when an immediate member of the family (including a mother or father) passes away.

1.4 Nominations Committee

The Nominations Committee shall be comprised of three (3) members. One of the three shall be a past President. The other two shall be nominated and elected by the membership.

- a. The President shall appoint the Chairman of the Nominations Committee.
- b. The Nominations Committee shall prepare and present a slate of officers at the February meeting in even-numbered years.
- c. No member of the Nominations Committee shall serve more than two consecutive terms.

2. Programs of Work (Educational Excellence)

2.1 Program Committee

The Program Committee shall consist of the First Vice President and chapter members and/or officers. This committee shall be responsible for developing programs that align with the Seven Purposes of our society. The Program Committee shall:

- a. develop a program of meetings and activities for the year
- b. contact speakers for meetings
- c. schedule meetings and locations
- d. contact hostesses or committees to provide refreshments and/or meals at chapter events
- e. send invitations (E-Vites or mail to all members for each meeting or event)
- f. organize a phone tree and transportation as needed
- g. welcome and follow-up with guests and chapter members
- h. be responsible for site arrangements, food and cleanup.

2.2 Visual and Performing Arts Committee

A Visual and Performing Arts Committee may be appointed to be responsible for the music at meetings, and installation and Induction ceremonies as planned by the Program Committee.

3 Educational Services

3.1 Communications Committee

The Communications Committee shall consist of at least three (3) chapter members who shall:

- a. be responsible for all Chapter Publicity in Chapter newsletters, local newspapers, and *California Connections* and *Highlights*
- b. use social media to promote chapter activities
- c. take pictures of events for the newsletter and website
- d. maintain a chapter website in accordance with the DKG requirements
- e. coordinate work with the Program and Memberships committees
- f. create and update a chapter brochure.

3.2 Legislative Committee (Educational Law and Policy)

The Legislative Committee shall consist of chapter members who shall:

- a. support the Adopt-a-Legislator program
- b. communicate with the legislators and include them as guest speakers by planning with the Program Committee
- c. encourage participation in Legislative Study Sessions and/or attend the annual session in Sacramento
- d. keep members informed of pending legislation.

3.3 Awards and Recognitions Committee

The Awards and Recognitions Committee shall consist of three (3) members who shall:

- a. inform members of all International, California State and Area scholarships available to them and the due dates
- b. publicize and award recruitment grant(s) and student teacher and intern teacher awards
- c. disseminate information for Penne Ferrell and THAT programs
- f. provide non-member grants for classroom needs or special projects
- g. plan for an annual recognition ceremony.
- d. nominate members for state, area and chapter awards annually
- e. recognize members' accomplishments

3.4 Global Awareness Committee

The Global Awareness Committee shall consist of at least two members who will:

- a. contact a World Fellowship recipient if she is enrolled locally and invite her to be a guest at a chapter meeting or send her a card of greeting
- b. share information with the chapters about the International programs as adopted through the United Nations, such as Schools for Africa
- C. share "Save Our Earth" tips with chapter members

ARTICLE IX: Areas of Activity

1. Chapter Meetings

- 1.1 The chapter shall hold a minimum of seven meetings per year, four of which shall be business meetings.
- 1.2 Area meetings may be attended in lieu of regular chapter meetings.
- 1.3 A quorum shall consist of the majority of the voting members present at the meeting.
- 1.4 Active members shall be expected to attend regular meetings.

2. Area Meetings

The chapter president, or her designee, shall be expected to attend regular area meetings.

3. State Conventions

- 3.1 The chapter president, or her designee, shall be the official representative of the chapter at DKG California State Conventions.
- 3.2 The President's registration and travel expenses to State Convention will be covered by chapter funds as available during her biennial term of office.
- 3.3 Financial support shall be provided for official delegates.

3.4 Registration fees will be paid for any member attending conventions, workshops, or conferences.

4. Newsletters

A regular chapter newsletter shall be published and distributed to members of the chapter, Area Director, and state officers.

5. Directory/Yearbook

A chapter directory/yearbook shall be maintained on the chapter website or available in print format by request.

6. Awards and Recognitions

6.1 Chapter members shall determine awards, scholarships, grants, and special forms of recognition.

6.2 Recruitment Grants shall be awarded as determined by the chapter members.

6.3 The Scholarships and Awards committee shall submit all forms and present all awards.

7. Community Service Projects

Eta Mu will support community service projects on an ongoing basis.

ARTICLE X: Revision of Chapter Rules

Revisions shall be made as the chapter deems necessary by majority vote of those present at the meeting and may become effective immediately.

1. Procedures

1.1 Any member of the chapter may propose revisions to Chapter Rules.

1.2 One official copy shall be kept in the president's files, and one copy in the Secretary's file.

1.3 A copy of the updated Chapter Rules shall be sent to the DKG CA State Bylaws, Policy, and Procedures Committee each biennium for review.

1.4 The Chapter Rules Committee shall be responsible for updating the Chapter Rules when there are additions, revisions, or deletions.

2. Notification

Members must be notified in advance of proposals that would increase dues or assessments.

3. Vote

Approval by a majority of members present shall be required to revise Chapter Rules.

4. Revision of Chapter Rules

4.1 Revisions of Chapter Rules shall be made as necessary to reflect changes made by DKG California and/or International.

4.2 The Executive Board shall review the standing rules at least once during the biennium.

4.3 At a chapter meeting, members will be notified of amendments to the standing rules.

4.4 Revisions shall be presented to chapter members in printed form one month prior to voting on the proposed changes.

4.5 Amendments to the chapter rules shall be approved by a simple majority of members present at the chapter meeting.

ARTICLE XI: Dissolution

1.1. Before a chapter is dissolved, the approval of the California State Organization must be obtained.

- 1.2. Careful consideration shall be given to members desiring to transfer to other chapters. International procedures must be followed.
- 1.3. Any remaining funds in the chapter account shall be sent to the California State Organization treasurer for state or international projects.
- 1.4. The chapter's paraphernalia, the Society publications, and the chapter records shall be retained in the California State Organization archive and made available for use.
- 1.5. The charter must be returned to the California State Organization to be forwarded to the International Headquarters.
- 1.6. The California State Organization Executive Board shall decide whether the Greek name shall be reused or not.

ARTICLE XII: Parliamentary Authority

Robert's Rules of Order (Newly Revised) shall govern proceedings in all cases not provided for in the *Constitution and International Standing Rules, DKG California State Organization Bylaws, and Chapter Rules*.

Revised: August 2019

9

Eta Mu Chapter, DKG 8/27/19