



The NoDak News

The Delta Kappa Gamma Society International
for KEY WOMEN EDUCATORS

Official Publication of Alpha Omicron State - North Dakota

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Upcoming Events

- ND State Convention**
June 4 - 5, 2019
Mandan, ND
- NW International Conference: Leadership**
July 10 - 12, 2019
Des Moines, IA
- Tour Weekend**
Aug 29 - Sept 1, 2019
Santa Fe, NM
- International Convention**
July 7-11, 2020
Philadelphia, PA

2019 International Conference Opportunities



- **IA - Leadership**
- **CA - Technology**
- **CT Global Awareness**
- **NC - Arts & Humanities**
- **Iceland - Professional Research**

Have More Fun!



DKG and Go Ahead Tours

has a special weekend tour planned to Santa Fe, NM
August 29-Sept 1, 2019

Family and friends are welcome! Come join us for a relaxing break after our conferences and before the holidays!

<https://grouptoursite.com/tours/DKGSANTAFEEWEEKEND>

President's Pondering's

by Alpha Omicron State President, Brenda Seehafer



As I am writing this, I am thinking back on my time as your State President, but I am also thinking ahead to what we have coming in the next few months. Let's start with the looking back. I have so enjoyed my time as State President. I was able to meet new people both in the state and from other places in the country. I had a wonderful time visiting all of the chapters; getting

new ideas; making connections; and feeling the importance of what we do as women both in our chapters, in our communities, in our state, and in the world. I have found that being the State President is a wonderful leadership opportunity, but that you have support from so many people. I have definitely learned more about DKG itself. I have relied on many people to help me; one who is a true DKG sister is Past President, Lisa Olson. There have been so many times that I have asked for her assistance or asked her a question and she was so willing to help me. I also think back to how great DKG International is and what a great connection and resource they are for our state organization. I want to let you know that it is easy to use their chat box on their website to get answers as well.

Now I am thinking about the upcoming. The State Convention will be June 4th and 5th in Mandan with most of it taking place at HIT. Sigma and Xi are busy preparing for this fun and exciting event. Our International guest will be Patricia Woodley, who is the Membership Chair of DKG in Austin. I think that this will be a wonderful opportunity for us to get any updates from International and hear any ideas about gaining/keeping members. Another highlight will be the initiation of honorary member, Heidi Heitkamp; Heidi will also enlighten us with some words. There will be breakout sessions, speakers, a banquet, and a silent auction. Convention details are almost done, so please check the website as the final schedule will be posted there, as well as emailed to local presidents. We will be also be electing new state officers and remembering those sisters who are no longer with us. I am also

thinking of possibly having a gathering of past state presidents and current chapter presidents to reflect on the past 90 years of DKG International and to discuss our goals for the future of our state organization; this will help our new state president in her upcoming biennium. Registration, as well as a preliminary agenda, for the State Convention is in this newsletter.

Also thinking ahead, there is the Northwest Regional coming up July 10th-12th in Des Moines, Iowa. Something different is being done with the regional conferences this year. They each have a different focus such as the Northwest Regional focusing on "Leadership", so there might be people attending from every region to learn more about this topic; some of the other topics for the other regional conferences are technology, arts & humanities, global awareness, and professional research and practices. I think that it is great that our own region has the one on leadership; I hope that many of you can attend. There will be breakout sessions, general sessions, a banquet, and opportunities to go on tours; please check out the DKG website for a schedule, hotel information, and registration information. We will post this information on our ND website as well.

The state Rules Committee has also been working extra hard on getting the state bylaws and the state policies and procedures up to date and coinciding with the new things that have come from international. That means that next year the chapters will have to be thinking about and focusing on their own bylaws and updating those to coincide with the state ones. So all of you will be thinking ahead!

My biennium as your State President will be coming to an end on June 30th. It has been a time to think back to being invited (which no longer is part of membership) to come to my first Lambda meeting to becoming a Lambda chapter officer to going to my first fall executive board meeting to going to my first state convention to going to my first regional conference to going to my first international convention to becoming your state president, as well as everything in between. Now, I am looking ahead to being past state president and possibly serving on a state committee. I definitely want to stay involved in DKG at the state level, and I know that all of you as members are so important to the future of North Dakota Key Women Educators.

State Convention Information

“Alpha Omicron Connects Educated People to the Right Path” June 4-5, 2019

Make Mandan your destination for the North Dakota (Alpha Omicron) State Convention of Delta Kappa Gamma. The convention will be held on June 4-5, 2019. The Convention and luncheons will be held at HIT Incorporated - 2640 Sunset Dr., Mandan, ND. The Banquet will be held at the Baymont Inn, 2611 Old Red Trail, Mandan.

Members may make room reservations before May 3, 2019, at the the Mandan Comfort Inn & Suites, with a special rate of \$89 plus taxes, per double double room. Please ask for the DKG conference when making your reservations. Phone 701-751-7484.

Heidi Heitkamp is being initiated into DKG as an Honorary Member on Tuesday, June 4th. Please come and share in this special event. Time is TBD

*****DKG International is celebrating 90 years on May 11th*****

There may be a special gathering for North Dakota DKG Past State Presidents and current Chapter Presidents as part of the State Convention in June. It will also be a time to look back and look ahead for membership. (President Brenda is hoping to put something together to make this happen.) More details to come.

Special Announcement!

All articles/reports for the State Convention Book are due to Brenda Seehafer by April 30, 2019. This includes state officer reports, chapter presidents reports, and committee chair reports.

Basket for Silent Auction *A Trip Down Memory Lane*

We are asking that each chapter put together a themed basket (\$50 value) for our silent auction. Please stay within the theme of a “**Trip Down Memory Lane.**” Fill your basket with items reminiscent of something enjoyed from a past generation: anything from the 20th Century. Think about foods, pop culture, books, music, movies, toys, kitchen items, etc.

CELEBRATE DELTA KAPPA GAMMA!

INTERNATIONAL SOCIETY DELTA KAPPA GAMMA
 2019 Alpha Omicron (ND) State Convention
 “Alpha Omicron connects Educated People to the Right Path”
 June 4-5, 2019
 REGISTRATION FORM

Convention and luncheons will be held at **HIT Incorporated**, 2640 Sunset Dr., Mandan, ND
Banquet will be held at the **Baymont Inn**, 2611 Old Red Trail, Mandan, ND.

TO REGISTER: Please print one member registration form per member

Registrant’s Name _____ Chapter _____
 Address: _____
 Phone: _____ Email: _____
 Guest Name: _____
 Registrant’s total years of membership _____

Indicate all that apply with an “X”

_____ Current State Officer (name of office) _____
 _____ Current State Committee (name of committee) _____
 _____ Chapter Officer (name of office) _____
 _____ Committee Chair (name of committee) _____

REGISTRATION AND MEAL RESERVATIONS

Registration Fee (set by Executive Board) \$35.00 _____

All must pay the registration fee, including those assisting in the conference.

Register for meals you will attend (Price includes tax and gratuity)

Tuesday Lunch	# _____ @	\$10.00	_____
Tuesday Banquet	# _____ @	\$22.00	_____
Banquet Vegetarian Option	# _____ @	\$14.00	_____
Wednesday Luncheon	# _____ @	\$15.00	_____

Please indicate special dietary needs _____

Payment must accompany form. Please make checks payable to Delta Kappa Gamma 2019 State Conference. Mail your registration by May 20th to Jen Wallender, 401 3rd Ave NW, Hazen, ND 58545 (for questions call Jen @ 701-870-3004)

You must make ROOM RESERVATIONS BEFORE MAY 3, 2019 to lock in group conference rate of \$89.00 plus taxes. Please call the Mandan Comfort Inn & Suites @ 701-751-7484 and ask for the DKG’s conference rates.

State Nominees Information



Ann Braaten, candidate for ND State DKG President

Ann teaches in the Apparel, Retail Merchandising and Design program at North Dakota State University in Fargo,

North Dakota. She has been at NDSU since 1991. She received her Ph.D. in apparel studies from the University of Minnesota in 2005. She holds a master's degree in Apparel and Textiles, and Bachelor's degrees in Home Economics Education and Clothing and Textiles. She has been the Curator of the Emily Reynolds Historic Costume Collection since 1993. She has been active in Delta Kappa Gamma since May of 1999. At the state level, she has served as Correspondence Secretary, state VPI, VPII, and Rules Committee member and chair. She has served as Beta Chapter President and VPI.

Ann currently serves on NDSU Faculty Senate for the College of Human Development and Education and serves on several department committees. She is active in the Costume Society of America at the national level as a member of the Richard Martin Award for Excellence in the Exhibition of Costume, and at the regional level as coordinator of the Otto Thieme Memorial Internship for college students interested in museum work with historic costume collections.

Ann's hobbies include gardening, foraging for berries and fruits for jams and jellies, sewing, knitting and embroidery, and conducting archival and material culture research on women in textile-related businesses and women's suffrage.



Kim Weismann, candidate for ND State DKG First Vice President

Kim Weismann is currently an Associate Professor of Communication at Williston State College where she has taught since 2010. She is currently Associate Professor of Communication, Arts and Human Sciences Department Chair, Speech Language Pathology Assistant Program Coordinator, and Faculty Senate President at WSC. Prior to teaching at WSC she taught at Dickinson State University for two years and was a Graduate Teaching Assistant for North Dakota State University for two years. She has also coached high school speech at Dickinson High School.

She joined Theta Chapter, Williston, in 2013 and served as chapter secretary (2013-'14) and president (2014-'18). At the state level, she served as 2016 Convention Chair in Williston. When Theta Chapter ended in 2018, she transferred her membership to Gamma in Minot. She has been a recipient of the International DKG \$10,000 Scholarship for advanced graduate study.

She holds her bachelor's degree in Communication from DSU (2006) and her MA in Speech Communication from NDSU (2008). She is currently working towards her Education Doctorate in Curriculum and Instruction, and is ABD (all but dissertation) at the University of South Dakota. She plans to have the degree completed by December of this year.

She is heavily involved in her community. She has been a 4-H Leader for more than 15 years. She is the Williams County 4-H Council Vice President. She is a Volunteer Site Coordinator for Bountiful Baskets in Williston and sits on the Imagination Library Board in Williston. She enjoys traveling, reading, and spending time with her husband and rescue animals.

State Nominees Information



Sherry Heaton, candidate for ND State DKG Second Vice President

Sherry Heaton and her husband farms and ranches near McKenzie, ND. Their daughter is attending graduate school at the University of Minnesota. After retiring from Bismarck Public Schools, she is working part time as an assessor for The Rushmore Group. She was Principal at Horizon Middle School, Assistant Principal at Simle Middle School, and taught science for 21 years in Bismarck, Dickinson, and Lakota.

She has been a member of Delta Kappa Gamma for 36 years. She has served as Delta Chapter President, Vice President, and Secretary. At the state level, she was elected to the office of North Dakota State Secretary twice and has served on several state level committees. Currently, she is Treasurer for the Sterling United Methodist Women and the Northwest District United Methodist Women. Prior to retirement, she was active in several professional organizations for administrators and educators at local, district, and state levels. She enjoys traveling, hiking, quilting, and reading.



Tami McNally, candidate for ND State DKG Secretary

Tami McNally has been a member of DKG for 19 years, and was initiated into Nu Chapter in 2000. She has served on several chapter committees as well as being Chapter President, 1st Vice President and 2nd Vice President.

At the state level, she served on the State Membership Committee and was Chair 2014-15

She is active in several professional organizations and with educators at local, district, and state levels.

She enjoys spending time traveling, hiking, quilting, and reading.



State Nominees Information



Joanne Beckman, candidate for State Nominating Committee

Joanne was initiated as a charter member of Xi Chapter in 1981. She has held many chapter offices and served on a variety of state

committees since that time. She is a former Alpha Omicron State President.

Joanne taught English at New Salem High School for 24 1/2 years, served as assistant to the commissioner at the ND Department of Agriculture for 12 years, worked on a U.S. Department of Energy grant for 3 years, and most recently served as a field representative for U.S. Senator Heidi Heitkamp for 6 years.



Wanda Mehlhoff, candidate for State Nominating Committee

I live in Bismarck, ND with my husband, Michael and son, Andrew (16) and daughter Grace, (12). I have taught in the elementary grades for 19

years. The past 17 years I have taught K-8 Title I Reading and general reading classes at Wing Public School. I have been a member of the Phi Chapter of Delta Kappa Gamma for 15 years. This past biennium, I was our state second vice-president, and enjoyed the position tremendously. I had the privilege of being the Phi Chapter President from 2012-2014. Prior to that, I was the Phi Chapter's Secretary for a

number of years. In 2014, I was asked to be on the State Communications and volunteer to compile the ND-DKG's 75th Anniversary Booklet. Other volunteer work includes the Director of Youth Education, teaching Sunday School and volunteering as a Seasoner at First Lutheran Church of Bismarck plus countless hours making popcorn and food for basketball games at Wing Public School.



Lisa Olson, candidate for State Nominating Committee

Lisa Olson is an active member of Gamma Chapter in Minot. She joined DKG in 2003 and since that time has served

as Chapter First Vice President, President and Parliamentarian. She has also served as State First Vice President and President. Lisa is serving on the State Rules Committee at this time. Lisa is currently representing the DKG NW Region on the International Educational Excellence Committee. She has presented at both Regional and International conventions.

Lisa is the Dean of Students and Education Coordinator for the TGU School District. She holds a Bachelor's and Master's Degree from Minot State University. Lisa serves on the Minot City Council and is currently the Council Vice President. She was first elected in 2010 and her current term runs through 2022.

Lisa is married to her husband Jason. They have three adult children and six grandchildren. In their free time, they enjoy traveling.

State Nominees Information



Brenda Seehafer, candidate for State Nominating Committee

Brenda Seehafer is currently a Title I reading and math teacher at Rolla. She is in her 16th year there. Previously, she taught in Wolford for eight years and

was the associate librarian at Lake Region State College in Devils Lake for three years. She holds a BSE degree from MiSU with several endorsements.

Brenda was initiated in 2003 into DKG Lambda Chapter, and currently serves as chapter treasurer. She has also been VPI and President. At the state level, she has served on several state committees, has been VPI, VPII and currently serves as State President. She attended the Northwest Regional Conference in 2015 in Regina, and International Conventions in 2012 in New York City and in 2018 in Austin, Texas.

Brenda is very active in North Dakota United (formerly NDEA) and serves as a state board member. She also chairs the NDU Resolutions Committee, serves on the Professional Development Committee, and is a member of the U-PAC Committee. She is also an Ethics trainer and facilitates online book studies for them. She has attended several of the NEA Representative Assemblies and other NEA conferences. She is Rolla Education Association President and serves on her local bargaining team.

She has been North Dakota Literacy Association Vice-President, President-Elect, President, and Past President. She currently chairs two state

committees. She is the Chautauqua Reading Council President, a position she has held several times. She has chaired the Silent Auction several times at State Conferences. Brenda serves on her school Leadership Team and is part of the group preparing for the AdvancEd visit in April. She loves spending time with family and friends. She also loves her many involvements in the education world.



Karen Walz, candidate for State Nominating Committee

Karen is a member of Gamma Chapter (Minot). Originally from Grafton ND, Karen has lived in Minot, ND since 1980 when she took a teaching position at Minot State University after completing a Master of Science degree in accounting at UND. She later completed her doctorate, also at UND. Karen has been a member of DKG since 1982. She has served her local chapter as treasurer and president. She has also served as state treasurer, state first vice-president, and state president. She retired from MSU in 2014 and now does seasonal work at a local greenhouse. Husband DuWayne is also retired and works part-time at the same business in the nursery section. They are blessed to have both their son and daughter teaching in the Minot Public Schools which allows them to spend quality time with their families, especially the three grandsons who will turn 4, 2 and 1 this summer.



Get Connected!

The Delta Kappa Gamma Society International

November/December 2018

New Chat Feature on DKG Website

If you need an answer to a question quickly, try the new chat feature on the DKG website!



The chat box, pinned on the bottom right of the website, is available during

Headquarter's business hours, 7:30 a.m. to 6:30 p.m. CST. Leave a message at other times and someone will respond the next day.

Originally intended to unlock accounts, members have also asked questions about scholarships, forms, and more. Chat monitors have responded to over 550 requests in a little over a month! They are there to help you!

MyDKG lists more for Presidents, Treasurers

Chapter/state presidents and treasurers have an extra tab on the red menu bar in their MyDKG profile.

The Chapter/State Connect tab has a link to view or download their chapter/state roster of membership data. It also has quick links to current forms, such as annual report or dues forms. These change to keep current forms readily accessible.

Membership data is downloadable as either a spreadsheet or pdf file. Forms are available in their original format.

MyDKG and the Member Directory

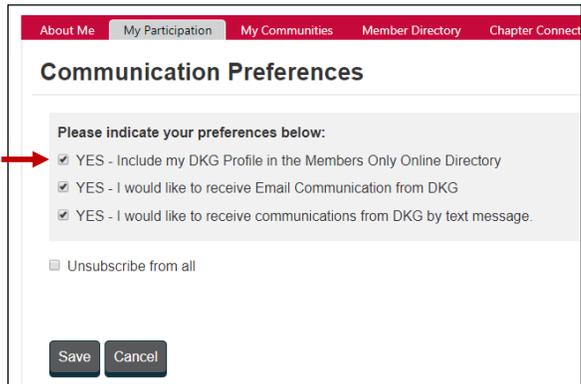
Have you ever met a fellow DKG member but later didn't know how to get in touch with her? Have you ever wanted to find a phone number for a committee member? The Member Directory is the answer—if the member has updated and shared her profile.

MyDKG on the International website (www.dkg.org) is a member's profile. It contains the member's chapter, id number, date joined, address, email, phone number, and more. It is also where members can update that information, access Communities, donate to the Emergency Fund, shop DKG, and register for conferences and conventions.

Once logged into the member-side of the DKG website, click on the MyDKG tab. (To log into the site, a member needs her id number and password. Ask the chapter president for the information or contact Headquarters [see left].) Use the pencil edit icon to update information on the About Me tab in the red bar. Click save after any changes.

Next, click on the My Participation tab and click yes to share the information in the Member Directory. This will allow other members—and members only—to find you in the Directory.

The more member emails added to the Directory, the more valuable the resource will be in finding other members. For example, often members assume new responsibilities and updated profiles can help them find a member when they need the talents of that individual.



Since a member can easily update her own data, she knows it is accurate and International has the most current information for others to use. If everyone shares their profiles, members will have a directory and method of communicating with any member anywhere.

Security of MyDKG Applauded

Technology consultants contracted to assess the DKG network had high praise for the Society's membership network. They commended it for being current and updated in each aspect of security. Victor Trisnadi, Technology Director, has a strong background in server and IT management and takes pride in monitoring Headquarter's servers and ensuring security patches and anti-virus protocols are up-to-date to keep member's information safe. So, update your MyDKG profile and know your information is secure!

Stay Connected!

Contact The Delta Kappa Gamma Society International

Mail: P.O. Box 1589,

Austin, TX 78767-1589

Telephone: (512) 478-5748

Toll-free (U.S. and Canada) (888) 762-4685

Fax number: (512) 478-3961



Important Websites



DKG International website is up-to-date and full of information. Please refer to the website for answers to many questions you may have.

Alpha Omicron - ND website

<http://northdakotadkg.weebly.com>

The Nodak News

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Judy Walter, State Editor
4520 37th St SE, Minot, ND 58701

Remember Our App!

Download and Log In Instructions:

The app is free to download and password protected. Once you have accessed the app, you will be prompted to login. Please use the email that the DKG has on file for you, then push the 'Email Password' button. You'll receive an email walking you through how to establish the password of your choosing. Once completed, login to the app with your email address and new password and explore! Navigate using the Menu button (3 horizontal lines) in the upper left corner.

To get the Delta Kappa Gamma 365 mobile app :

- iPhone and iPad users - search "DKG 365" or "Delta Kappa Gamma" on the Apple App Store.
- Android users - search "DKG365" or "Delta Kappa Gamma" on the Google Play Store.
- Blackberry, Windows, laptops - go to this address on your smart phones or computer browsers (omit www):
<https://dkg.gatherdigital.com>



Remember to delete the previous DKG app and to download this one.

Thanks! We hope you use and enjoy the mobile app!

Chapter Communications

Delta

The March meeting of Delta Chapter was held at the Innovate School in Bismarck. Maggie Barth, Director, shared the concept of the school.



L-Mag ge Barth; R-Elicia Hofmann, Delta Chapter President.

As a community project, Delta members volunteered at a Banquet Luncheon at Trinity Lutheran Church in Bismarck. The meal is provides free, hot, well balanced meals where everyone is welcome. Members worked for

two hours and served 145 meals.



Epsilon Mu

Our sister Barbara Danner passed away on Nov 16, 2018. She had been a long time member and was our chapter president at the time of her death.

Xi

We had a holiday celebration meeting in December. Along with regular business, we had a Chinese Auction to raise money for future scholarship opportunities. Xi also met in February for a meeting and program. Given the extremely frigid weather, cold and flu season, and absence of some of our members in warmer climates for the winter, it was a small meeting. We did have a potential member as a guest, though, so we were happy about potentially expanding our membership. Esther Eustice gave a fascinating presentation that she had heard at the International Convention titled "Pavlov's Dog and a Smart Phone."

Chapter Communications

Phi

The Phi Chapter has begun a new Christmas tradition of getting together at the home of Sherleen Lang. We enjoy a potluck supper, a little bubbly, a little trivia, and gifts.



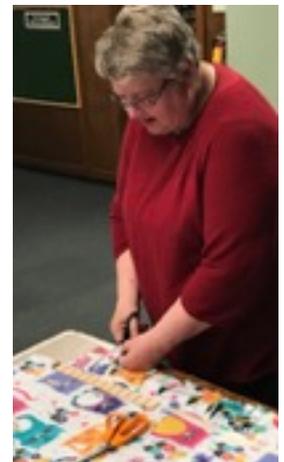
The February meeting of Phi chapter was held with the purpose of making fleece blankets to be given to the Bismarck Police Youth Bureau. The blankets are intended for children that may have suffered some trauma or maybe transitioning to a new home.



Emma Berg decided to mix up the gift exchange this year. We all brought two gifts- a white elephant gift and a nice gift.

She then auctioned off the gifts with Monopoly money. But the trick was that

The project was a joy, the material so lovely, and with many helping hands- we made short work of six very special blankets that may comfort children in a difficult time.



Emma had swapped out the gift bags so you didn't know if you were bidding on a white elephant gift or a nice present or even the gift w e



brought ourselves. Many laughs were had, friendships celebrated and the sisterhood of DKG renewed.



Chapter Communications

Lambda

Lambda members brought Christmas to Lambda special senior members, Virginia Fairbrother and Irene Hager, at the care facility. We always welcome their wisdom and treasure their spirit, but especially at Christmastime!



F: Virginia Fairbrother, Sharon Marquardt, Irene Hager B: Deb Zavada, Vicki Boehnke, Brenda Seebafer, Wanda Follman, Liz Deckert



Virginia Fairbrother and Irene Hager

For the past 18 years, DKG member Gale Wondrasek-Lane has been teaching Bottineau Public Schools 3rd grade students to learn to ski at the Bottineau Winter Park. The Let's Go



Skiing Program was started by Bottineau Elementary Physical Education Teacher, Mrs. Gale Wondrasek-Lane and her student teacher Jessica (Issendorf) Johnson as part physical education program to teach the children a sport that could continue for the rest their lives. Jessica was perfect for the program since she was an excellent skier and had been on the Junior Olympic Race Team. The first Bottineau 3rd classrooms had 22 students and only one ski mentor to assist the class. The program has progressed to having a seventh through twelfth grade mentor for every one or two students. This helps the students to learn to ski quickly and keep them much safer on the hills. Many ski mentors will start in 7th grade and continue into High School.

Gale has continued to teach the program even though she retired from teaching in the spring of 2015. That fall, she started substitute teaching in in area schools including Westhope Public School where an old student was now a teacher in the 3rd grade. This year was the 4th year the that Westhope Public Schools has taken part in the program. This year, the two classroom teachers were mother and daughter. Mrs. Erica Liebelt teaches 3rd grade in Westhope and her mother, Nancy Coleman, joined the Bottineau teaching staff this school year.

Chapter Communications

Sigma

Sigma Chapter members enjoying a late summer walking tour of Heritage Historic Homes in Mandan.



Sigma Chapter's October meeting was held in a new business in Mandan, "Dialectic Brewing". Our group tour was led by the owners, two Mandan High School graduates.

Sigma's November program was an informative presentation by Laura Just, Mandan Public School Social worker. Laura shared many of the ways the Mandan district is helping needy students in the Mandan schools.



Sigma initiated two new members at our September meeting, Keri-Hess Bolte and Kathleen Moch. Members then enjoyed a tasty salad supper at the home of Darlene Kautzman.



Darlene also hosted a December potluck/game night at her home.

Member Candace Brannan shared yoga and relaxation exercises with chapter members in January. What a wonderful way to kickstart 2019!

Amy Jacobson presented an informative power point presentation on Human Trafficking at Sigma's February meeting. Amy's stories were shocking and eye opening!

Chapter Communications

Nu

Nu chapter welcomed seven new Sisters at the November initiation ceremony. Congratulations and welcome to Alicia Brandt, Jackie Geiger, Pamela Hopkins, Faith Kirchdorfer, Kait Sivertson, Polly Sivertson, and Deb Volk.



Nu members who participated in the Western Plains Opera Company's production of *Into The Woods* were Terri Rubbert as Rapunzel, and Cheryl Nielsen as Jack & The Beanstalk. Laurel Livingston was wrapped up in miles and miles of cloth, as she was one of the seamstresses sewing costumes. The production was held at Nelson Hall on the campus of Minot State University.



Sara Medalen is one of many leaders in the BIO Girls organization that works towards helping young girls through a life-skills curriculum, small-group mentoring and physical activity in a positive and inclusive environment to improve self-esteem. The curriculum that BIO Girls has formed focuses on emotional well-being, physical well-being, servant leadership and healthy relationships. They work together to give girls a self-confidence "toolbox" that they can use from adolescence through adulthood.

Newly initiated member Pam Hopkins was the leading Lady of the Manor in Minot Chamber Chorale's production of the Renaissance Feast. Other members involved were Sandy Starr in the Recorder Ensemble; Brenda Demke, Jeanne Sovak, Teresa Hargrove, Cheryl Nielson, and Terri



Chapter Communications

Nu - continued

Jeanne Sovak and Joy Shirek, retired Minot Public School Social Studies teachers, recently took an educational trip to Cuba where they spent nine days sight seeing, enjoying warm weather and learning about the Cuban culture.

Sandy and Ken Starr took a cruise to Panama. They enjoyed warm weather, tropical scenery, wonderful food and learned much about the country, the Panama Canal, Panama politics and the building of the new canal.



Anna Hansen, Julianne Bonner, and Ann and Lowell Latimer donated their time to make Dr. Seuss' Birthday celebration (115 yrs old!) a huge success at the Minot Public Library. Children from 2-92 were invited to the birthday celebration which involved crafts, games, prizes and reading Dr. Seuss books. The event was sponsored by the Minot Education Association and Minot Public Library.



Leslie Barney's Mystic Jazz Band participated in the Minot Public Schools Jazz Festival in February held at Nelson Hall on the MSU campus. The band was adjudicated by 3 judges and two of her students received awards for Outstanding Middle School Jazz soloists and received scholarships to attend International Music Camp Jazz week. Early in January, several of her concert band students were chosen to participate in the Minot Middle School Honor Band. Guest conductor was Dr. David Rolandson, band director at Minot State University, who conducted the students through a full day of rehearsals and a concert was performed the next evening.



Jeanne Sovak gave a presentation entitled "Speci via Russia" (translation: "Thank you Russia"). Her travels to Russia included a wonderful visit to a Russian home, a school, many historical monuments, churches and shopping at an outdoor Russian

Market for Russian Nesting Dolls. A trip along the Volga River included stops at St. Petersburg and Moscow. Jeanne told us when visiting Russia one must come home with three souvenirs: 1) fur 2) vodka 3) caviar.



Chapter Communications

Nu - continued & Gamma

The 3rd Annual Gamma & Nu Sister Mixer was held in February at Christ Lutheran Church with another delicious Soup Cook-off. Once again, there were many delicious crock pots of soups, breads and bars to sample.



The Golden Ladle award went to Colleen Schwan from Nu chapter with a delicious Potato Sausage Soup!



NORTH DAKOTA STATE ORGANIZATION BYLAWS

With Amendments through June 11, 2011

ARTICLE I.**Name**

Section 1. The name of this organization shall be North Dakota State Organization of The Delta Kappa Gamma Society International.

Section 2. Each chapter in the North Dakota State Organization shall be designated by a Greek letter or a combination of Greek letters.

ARTICLE II.**Object**

The object of the North Dakota State Organization shall be to promote the Purposes of The Delta Kappa Gamma Society International as found in the CONSTITUTION, ARTICLE II; to act as liaison between chapters within the state; and to provide leadership training for state and chapter leaders.

ARTICLE III.**Membership**

Section 1. The membership of the North Dakota State Organization shall be composed of active, reserve, and honorary members within the boundaries of the state. All membership is in accordance with the CONSTITUTION, ARTICLE III.

Section 2. Chapters in the state shall have full power to act in matters of chapter membership. Membership records shall be kept at the chapter level.

Section 3. State Honorary Members

- a. State honorary members shall be recommended by the State Membership Committee and elected by the Executive Board. A four-fifths (4/5) vote of approval is required.
- b. Initiation of state honorary members may be held at the state convention conducted by the state president with the assistance of state officers.

Section 4. A complete record of all membership in the North Dakota State Organization that has been terminated shall be maintained by the treasurer. The record shall include the reason and date of termination. The chapter shall file letters of resignation.

Section 5. Reinstatement

A former member shall be reinstated to membership by the chapter receiving the request. No chapter vote is required.

ARTICLE IV.**Finances**

Section 1. Annual Dues

- a. The state annual dues shall be \$15 for active members and \$7 for reserve members.
- b. The state annual dues shall be determined by a two-thirds (2/3) vote of the members at the state convention, held in odd-numbered years. Change in dues will be accomplished according to these Bylaws, Article XIII, Amendments.
- c. All dues and fees shall be collected by the chapter treasurer. State and international dues and fees shall be forwarded to the state treasurer.
- d. The membership year is July 1-June 30. A member shall pay annual dues and fees no later than June 30 for the following fiscal year.

- e. For membership or reinstatement commencing between July 1 and December 31 the member shall pay induction fee (new member only) dues, and scholarship fee for the current year. For membership commencing on or after January 1 the member shall pay ½ the international membership dues. Chapter and state organization dues may be prorated as the chapter/state organization determines.
- f. Immediately thereafter, the state organization and international portions of the dues and fees shall be sent to the state organization treasurer. The international portion of the dues and fees shall be sent between July 1 and September 30.
- g. A member who fails to complete payment of international dues shall be dropped as of October 1.

Section 2. Funds

- a. **Available Fund**
The Available Fund shall be the operating fund from which the state budget is annually proposed.
- b. **Permanent Fund**
The state organization should maintain an available fund reserve which is not less than one year's operating expenses. The state organization shall set aside up to twenty- percent (20%) of the state organization dues until the total of the Available Fund Reserve equals one year's operating expenses at which time the state organization executive board may reduce or discontinue further allocations. The Available Fund Reserve may be used at the discretion of the state organization executive board.
- c. **Scholarship Fund**
The Hazel B. Nielsen Scholarship Fund shall receive the state's share of the annual scholarship fee paid by members. The fund shall be administered according to the guidelines in the state's Policies and Procedures.
- d. **Golden Grant Fund**
The Golden Grant Fund shall be used to provide grants to members for educational projects. The fund shall be administered according to the guidelines in the state's Policies and Procedures.

Section 3. Financial Controls

- a. The Finance Committee shall submit a proposed budget annually for adoption by the Executive Board.
- b. Annual reports of the various funds shall be prepared by the state treasurer for the fiscal year ending June 30 and submitted for financial review. The report of the Financial Review Committee shall be submitted to the Executive Board for adoption.
- c. The president shall approve all expenses prior to payment.

ARTICLE V. Chapters

Section 1. Chapters

- a. Each organization shall govern the conduct of its business in a manner consistent with the CONSTITUTION and North Dakota State Organization Bylaws.
- b. The chapter officers, except the treasurer, shall be elected in even-numbered years by a majority vote.
 - (1) The term of each elected officer shall be two years or until a successor is named. No officer, except the treasurer, may serve in the same officer longer than two terms in succession. All officers shall take office on July 1 following their election.

- (2) The treasurer shall be appointed by the Executive Board each biennium.
- c. The chapter president shall represent the chapter as a voting member of the State Executive Board.
 - d. Each chapter shall have chapter rules that are consistent with the CONSTITUTION and the state organization bylaws. The Rules Committee shall review the state bylaws for compatibility with the CONSTITUTION and the International Standing Rules the year immediately following their revision at the International Convention. The revised state bylaws will be submitted to the International Constitution Committee. The Rules Committee shall establish a rotating cycle for reviewing chapter bylaws once during each four (4) year cycle beginning with 2008 to ensure consistency with state and International governing documents.

Section 2. New Chapter

- a. The State Executive Board shall determine chapter areas and shall approve the organization of a new chapter.
- b. Recommendations of candidates for membership in a new chapter shall be screened by the sponsoring chapter in consultation with the State Membership Committee.
- c. Rules governing the initiation of new members and the installation of a new chapter shall be recommended by the Membership Committee and approved by the Executive Board and shall be in accordance with CONSTITUTION, ARTICLE V, Section B.1.

ARTICLE VI. Officers and Related Personnel

Section 1. The state officers, all of whom must be members of the Society, shall be a president, a first vice-president, a second vice-president, a secretary, (all elected); a treasurer (appointed by the Executive Board).

Section 2. Duties of Officers

These officers shall perform as prescribed in the CONSTITUTION, ARTICLE VI and as authorized by the North Dakota State Organization Bylaws.

- a. President.
- b. First vice-president also serves as Educational Excellence chair.
- c. Second vice-president also serves as state historian.

Section 3. Terms of Office

- a. Officers, elected by the state convention in odd-numbered years shall have a term of two (2) years, unless otherwise specified, or until a successor has been named.
- b. No officer, except the treasurer, may serve in the same office longer than two terms in succession or until a successor is named.
- c. All officers shall take office on July 1 following their election.
- d. The treasurer shall be appointed and approved by vote of the Executive Board and shall serve six (6) years and may continue to serve a longer term when supported by a vote of confidence by the executive board
- e. The parliamentarian shall be appointed by the president and shall serve no longer than six (6) years. The parliamentarian serves as an ex-officio member, without vote, on the Executive Board.

Section 4. Vacancies

- a. When a vacancy occurs in the office of president, the first vice-president shall become president.

- b. When a vacancy occurs in other elective or appointive positions, the president shall name a successor.

Section 5. Nominations and Elections

- a. Nominations for state officers and a Nominations Committee shall be made by the prevailing Nominations Committee at the state convention in odd-numbered years. Consent of the nominee must be obtained.
- (1) The Nominations Committee shall submit the name of at least one nominee for each elective office and the names of five (5) nominees for the Nominating Committee.
 - (2) From the slate of five (5) nominees for the Nominations Committee, three shall be elected.
 - (a) The president will appoint the chair.
 - (b) No more than one person from a chapter may serve on the committee at one time.
 - (3) The slate of nominees with candidate qualifications shall be published in the spring issue of *The NoDak News*.
 - (4) After the report of the committee has been made to the convention, additional nominations may be made from the floor, with the consent of the nominee.

The Nominations Committee shall prepare the ballot and conduct the election with a majority of the votes cast determining the election. Voice vote may be allowed if there is but one candidate for an office.

ARTICLE VII. Meetings

Section 1. Convention

- a. Business of the North Dakota State Organization shall be conducted at the state convention held in odd-numbered years at a time and place determined by the Executive Board, for the purpose of receiving reports and adopting policy, amending bylaws, electing officers, and conducting other business which may properly come before it.
- b. Any member attending the state organization convention may make motions, enter discussions, and vote except in cases where a roll call vote is taken.
- c. A quorum shall be a majority of the members who have registered at the convention.

Section 2. Other Meetings

State conferences shall be held in even-numbered years for the purpose of leadership training and dissemination of Society information.

Section 3. Chapter Meetings

- a. Regular meetings of chapters shall be held at least four (4) times per year.
- b. All members being notified, chapter meetings may be face- to-face, through electronic communications, or through a combination of the two, as long as members present may simultaneously hear one another and participate during the meeting.
- c. A quorum for chapter meetings shall be determined by the chapter.
- d. All members being notified, matters requiring immediate chapter action may be voted upon by mail (postal or electronic) that provides a valid receipt of each responding chapter member's vote. A majority vote of chapter members shall be required for action.
- e. Ratification of all voting by mail (postal or electronic) must be made at the next face-to-face meeting of the chapter.
- f. There shall be no proxy voting.

**ARTICLE VIII.
Executive Board**

Section 1. State Executive Board

- a. The members of the Executive Board shall be elected officers, past state presidents, and the chapter presidents. The treasurer and the parliamentarian shall be ex officio members, without vote.
- b. The duties of the Executive Board shall be as specified in the CONSTITUTION ARTICLE VII, Section B. 2 and in these Bylaws.
- c. The fall Executive Board meeting shall be scheduled by the state President and held between August 1 and October 31.
 - (1) The presence of a majority of the voting members of the Board constitutes a quorum at meetings.
 - (2) Chapter presidents who are unable to attend Executive Board meetings may appoint an official representative who shall have full privileges of participation.
 - (3) A vote by mail is authorized when necessary.
- d. The members of the Executive Committee shall be the elected officers. The Executive Committee shall conduct business delegated to it by the Board and take action on matters requiring immediate attention.

Section 2. Chapter Executive Boards

Chapter Executive Boards shall function in accordance with the CONSTITUTION,

**ARTICLE IX.
Committees**

Section 1. Standing committees

Standing committees shall be both those patterned after international structure and those peculiar to the state; i.e.

- a. Society Business Finance
 - Leadership Development Membership
 - Nominations
 - Rules
 - Financial Review Communications and Publicity
- b. Society Mission and Purposes
 - Educational Excellence Music Scholarship
- c. Other: Citation Committee
 - Golden Grants Committee

Section 2. General Procedures

- a. All committees shall be appointed by the president except the Nominations Committee. Membership on all standing committees, with the exception of Nomination and Educational Excellence shall be on a rotating basis with one member appointed each year to serve for a three (3) year term. With the exception of Nomination and Educational Excellence, the member serving for her third year shall be the chair for that year.

- b. The president shall be an ex-officio member with vote, of all committees except the Nominations Committee.
- c. Matters requiring immediate committee action may be voted upon by mail, all members being notified.
- d. Committee meetings shall be held face-to-face or through electronic communication with the approval of the president.
- e. The work of the committee is under the direction of the committee chair who develops the agenda, orients the committee to its responsibilities, presides at the committee meetings, and keeps committee members informed of committee progress.
- f. Reports requested from state organizations and chapters shall be submitted in the format specified by Society Headquarters.

Section 3. Duties of State Committees

State organizations and chapters may fulfill their constitutional responsibilities by establishing committees as needed. Overall responsibilities of each committee shall be given in the committee description. Detailed duties may be specified in the Policies and Procedures Handbook.

- a. Society Business
 - (1) The Finance Committee shall be responsible for the financial affairs of the organization.
 - (2) The Leadership Development Committee shall provide training for incoming state and chapter officers and committee chairs.
 - (3) The Membership Committee shall evaluate the recommendations of persons proposed for honorary membership and submit the names of qualified candidates for vote. The Committee shall study and make recommendations related to membership problems. Necrology and membership records shall be responsibilities of the committee. Expansion plans would be proposed by this committee.
 - (4) The Nominations Committee shall solicit nominations for the positions to be filled.
 - (5) The Rules Committee shall review, interpret, and rule by mail on questions pertaining to the Bylaws.
 - a. The Rules Committee shall review the North Dakota State Organization State Bylaws for compatibility with the CONSTITUTION and International Standing Rules the year immediately following their revision at the International Convention. The revised state bylaws will be submitted to International.
 - b. The committee shall establish a rotating cycle for reviewing chapter bylaws and rules once during each four (4) year cycle beginning with 2008 to ensure consistency with state and International governing documents.
 - (6) The Financial Review Committee shall conduct a review of the annual financial reports of the various state funds and of the financial records of the treasurer.
 - (7) The Communications and Marketing Committee
 - a. The committee shall promote and stimulate effective communication between and among members at all levels of the Society.
 - b. The committee shall promote effective internal and external marketing.
 - c. The committee shall provide training for state organization editors and webmasters.
 - d. The committee shall recommend editorial policy to the Administrative Board.
- b. Society Mission and Purposes
 - (1) The Educational Excellence Committee shall consist of six (6) members appointed by

the president to serve three (3) year staggered terms and shall be chaired by the first vice president. The committee shall be organized to function as a committee of the whole or, at the discretion of the chair, in groups or individually, to accomplish its responsibilities.

- a. The committee shall support excellence in education through programs of action that encourage leadership, personal and professional development, global involvement, educational law and policy, and projects.
- b. The committee shall identify programs and projects that focus upon topics adopted by the Society and communicate that information to state organizations and chapters.
- c. The committee shall encourage a focus on the arts at international conventions and conferences and state organization conventions.
- d. The committee shall promote participation in programs that promote professional growth of women educators.
- e. The committee shall urge state organizations to initiate, endorse, and support desirable legislation or other suitable endeavors in the interest of education and of women educators.
- f. The committee shall provide training for state organization educational excellence chairs.

(2) The Music Committee shall provide appropriate music for the state convention and other state workshops/meetings.

(3) The Scholarship Committee shall take action on recommendations from the International committee, promote interest and support for scholarships, and award such scholarships for study as stipulated in these Bylaws.

c. Other

- (1) The Citation Committee shall review the qualifications of Delta Kappa Gamma members of North Dakota State Organization State recommended because of outstanding service to Delta Kappa Gamma and make a decision regarding the awarding of a citation at the annual state meeting (convention or workshop). The committee shall select the recipient of the award and notify the state president of its choice. The Citation Award will be presented at the annual state meeting (convention or workshop).
- (2) The Golden Grant Committee shall disburse grants following the guidelines stated in Policies and Procedures Handbook, Appendix G.

Section 4. Special Committees

Special committees (e.g. ad hoc, task force) may be appointed by the president at any time with the written authorization of the Executive Board. This authorization may be given at any time during the biennium. Members will be appointed on the basis of expertise. After submitting the final report to the Executive Board, the committee shall be dissolved.

ARTICLE X. Activities

Section 1: Scholarships

- a. North Dakota State Organization shall maintain a scholarship fund, the Hazel B. Nielson Scholarship Fund, for the benefit of its members. The number of scholarships and amount of each shall be in accordance with the North Dakota State Organization Policies and Procedures.

Funding shall be in accordance with CONSTITUTION, ARTICLE IV, Finances, Section F.

- b. Rules governing the administration of the scholarship program shall be recommended by the Scholarship Committee and adopted by the Executive Board.

Section 2. Publications

- a. A state newsletter, *The NoDak News*, shall be published three (3) times each year and sent (postal or electronic) to all members in the state.
- b. The newsletter shall be approved by the president.
- c. The editor of the newsletter shall be appointed each biennium by the Executive Board upon recommendation of the state Communications and Publicity. Committee and shall serve no more than three (3) two (2) year terms.
- d. The publication of special monographs and brochures shall be approved by the president and plans shall be submitted to the Executive Board for financial approval.

Section 3. Citation Award

North Dakota State Organization may honor a member with the Citation Award. Criteria and procedures are set forth in the North Dakota State Organization Policies and Procedures Handbook.

Section 4. Golden Grant

North Dakota State Organization awards grants to members for educational projects. Criteria and procedures are set forth in the North Dakota State Organization Policies and Procedures Handbook.

ARTICLE XI. Parliamentary Authority

ROBERTS RULES OF ORDER NEWLY REVISED (current edition) shall govern the proceedings of North Dakota State Organization State and its chapters in all cases not provided for in the CONSTITUTION, International Standing Rules, and State Bylaws.

ARTICLE XII. Dissolution

Section 1. State Dissolution

In the event of a dissolution of the North Dakota State Organization, the net assets of the state organization shall be distributed as follows:

- a. All liabilities and obligations shall be paid and satisfied or adequate provision shall be made therefore.
- b. The Executive Board shall determine specific procedures for liquidating remaining assets and shall supervise disbursement of funds.

Section 2. Chapter Dissolution

In the event of the dissolution of a chapter, the net assets of the chapter shall be distributed as follows: (see International Standing Rules)

- a. Before a chapter is dissolved, the approval of the state organization executive board must be obtained.
- b. Careful consideration must be given to the manner in which those desiring to maintain membership transfer to other chapters. International procedures must be followed.
- c. Any remaining funds in the chapter account shall be sent to the state organization treasurer for state or international projects.
- d. The chapter's paraphernalia, the Society publications, and the chapter records shall be

retained in the state organization's archives and made available for use.

- e. The charter must be returned to the state organization to be forwarded to the Society Headquarters.
- f. The state organization executive board shall decide whether the Greek name shall be reused or not.

ARTICLE XIII. Amendments

Section 1. These Bylaws may be amended at the state convention, held in odd-numbered years, by two-thirds (2/3) vote, a quorum being present, provided notice of proposed amendments shall have been communicated to members at least thirty (30) days before the convening of the convention.

Section 2. Proposed amendments to the Bylaws may be submitted to the Rules Committee by any member and by any committee, board, or chapter.

Section 3. All proposed amendments shall have been approved by two-thirds (2/3) vote of the Executive Board before submitted to the convention.

Section 4. Policies and Procedures may be amended or rescinded by the state convention by a majority vote, a quorum being present.

Section 5. All amendments would go into effect unless otherwise noted.

THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL
NORTH DAKOTA STATE DKG POLICIES AND PROCEDURES HANDBOOK

NOTE: *Constitution and International Standing Rules* refer to **International documents** *Bylaws* refers to **North Dakota State Organization document**.

STATE OFFICERS

For membership, number of meetings, duties, and authority see the most recent edition of North Dakota State Organization *Bylaws* which is posted on the state website.

State President

1. Refer to section of officers in the *Constitution and International Standing Rules*.
2. Provide leadership and guidance for North Dakota State Organization.
3. Attend regional conferences and international conventions.
4. Read the minutes of the preceding administration to become acquainted with the work and policies of the state.
5. Appoint standing and special committees.
6. Visit each chapter once during term of office. (See Appendix A.)
7. Keep a brief record of all programs for the final report and meet the reporting deadline specified on the report form.
8. Request a list of chapter officers and chapter committee chairs from chapter presidents.
9. Coordinate the annual state convention or conference. (See Appendix B.)
10. Ensure convention/conference hosts invite members to the upcoming convention/conference. (See Appendix C for rotation schedule.)
11. Contact candidates for state honorary membership who have been elected prior to April 1 and plan their initiation at the state convention.
12. Conduct, with the assistance of state officers, the initiation of honorary members at the state convention.
13. Send the list of new state officers to International within a week of the election.
14. Deliver all North Dakota State Organization property, records, and files to the incoming president.
15. Encourage the outgoing and incoming presidents of each chapter to attend the meetings of the state Executive Board held during convention/conference.
16. Remind chapter presidents to send notices to the state president regarding the death of a past state president.

First Vice-President

1. Refer to the officers' section in the *Constitution and International Standing Rules*.
2. Serves as chair of the Educational Excellence Committee.
3. Collect four copies of each chapter's yearbook (See Appendix C); send one to State president, one to State treasurer, and file one. These copies may be sent via e-mail with an attached yearbook file.

Second Vice-President

1. Refer to the officers' section in the *Constitution and International Standing Rules*.
2. Serves as historian. The history period shall be July 1 through June 30.

Recording Secretary

1. Refer to officers' section in the *International Standing Rules* and state *Bylaws*.
2. Sends completed minutes to the Executive Board.
3. Sends correspondence as delegated by the president.
4. Reads incoming correspondence at Executive Board meetings.

Treasurer

1. Refer to *Constitution*, Article VI, Sec. C.9; *Standing Rules*, Sec. 4; and *Bylaws*, Article IV, Sec. 1.b.
2. Terms of office: refer to state *Bylaws*, Article VI, Sec. 3.d.

3. All members pay a \$1 scholarship fee. Chapters of North Dakota State Organization send the scholarship fee of \$1 per active and reserve member to the state treasurer who will retain 80 cents from each dollar and send 20 cents per capita to the International executive director. The chapter must be awarding a scholarship or grants in aid in order to keep the 80 cents. Scholarships are given to members and grants in aid are given to non-members. (Constitution, Article IV, Sec. F.2.a.b.c.)
4. Collects all state and International dues and fees.
5. Receives an annual stipend of \$600. (6-9-00)
6. Arranges for corsages for the state president and immediate past president at the Northwest Regional conferences and at International conventions.
5. Will maintain and distribute North Dakota State Organization Membership List to Executive Board.
6. Responsible for ordering pins for new state president and citation award winner(s).

Parliamentarian

Refer to *Constitution*, Article VI, Sec. C.10 and *Bylaws*, Article VI, Sec. 3.e.

Past President

At installation, the immediate past state president shall present the president's pin to the current state president.

STATE COMMITTEES

Standing committees shall be both those patterned after international structure and those peculiar to the state. (*Bylaws*, Article IX, Sec. 1.2.3.4.) Membership on each committee shall be on a rotating basis. One member is to be appointed each year to serve for a three-year term. The member serving for her third year shall chair the committee that year.

Society Business

1. Finance (*Bylaws*, Article IV)
2. Leadership Development (*Bylaws*, Article IX Sec. 3 a.2)
3. Membership (*Bylaws*, Article IX, Sec. 3. a. (3))
4. Nominations (*Bylaws*, Article VI. Sec. 5)
5. Rules (*Bylaws*, Article IX, Sec. 3. a. (5))
6. Financial review (*Bylaws*, Article IX Sec 3. a. (6))
7. Communication and Publicity (*Bylaws*, Article IX, Sec. 3. a. (7))

Society Mission and Purposes

1. Educational Excellence (*Bylaws*, Article IX, Sec.3.b. (1))
2. Chapter Yearbook Contents Appendix D
3. Music (*Bylaws*, Article IX, Sec. 3. b. (2))

Scholarship (*Bylaws*, Article IX Sec. 3 b. (3))

This committee publicizes and administers state scholarships and encourages members to apply for International graduate study scholarships.

I. The Hazel B. Nielson Scholarship

- A. Scholarship fund will be maintained at a \$15,000 minimum.
- B. The amount of the scholarship shall be the sum of \$1,500, which may be granted annually.
- C. The scholarship shall be administered by a committee of three. The chair of the state Scholarship Committee and two other members appointed by the state president.
- D. The scholarship shall be granted to members of the North Dakota State Organization. Application forms are available on the state website.

- E. The scholarship shall be used for graduate study during a summer session or as a full-time or part-time student during an academic year.
- F. The following regulations must be followed by applicants for this scholarship:
 1. The applicant must be preparing herself to teach in the elementary schools, secondary schools, or at the college level.
 2. The applicant must submit an application to the chair of the committee in charge of this scholarship.
 3. The application must be completed on the forms supplied by the committee or posted on the state website.
 4. The applicant must furnish a transcript of college credits earned previous to the application for this scholarship.
 5. The applicant must furnish letters of recommendation. These letters of recommendation should include the chapter president and two other business or professional people. The letters of recommendation should be sent directly to the chair of the committee.
 6. All applications and recommendations must be sent to the chair of the committee in charge of the scholarship and postmarked no later than February 1 of the year in which the scholarship is to be granted.
 7. The recipient of this scholarship is encouraged to remain in education at least one year in North Dakota following the use of this scholarship.
 8. To qualify applicants must be an active member for two years.

II. The Adeline Stevenson Nurse Scholarship

- A. This scholarship is administered by Beta Chapter, Fargo.
 1. A scholarship amount, based on interest earned, is available to North Dakota State, Delta Kappa Gamma member women teachers pursuing a graduate degree in the field of education. It may be used during a summer session or as a full-time student during an academic year.
 2. The application, a transcript of all college credits earned prior to the application, and three letters of reference using forms provided must be received by February 1.
 3. The application materials may be obtained from the state website or the Beta Chapter president.
 4. The recipient, who must be an active member for two years, will be selected by Beta Chapter.
- B. Scholarship Committee; notification will be made no later than April 15.

Other

I. Citation Committee (Bylaws, Article IX, Sec. 3. c. (1))

- A. Will confer with the state president and recommend worthy candidates for the Achievement Award given by International.
- B. Will implement Citation Award policies.
 1. Eligibility of Candidates
 - a. The award be given from time to time in recognition of outstanding leadership, contributions, and/or services rendered beyond the call of duty to chapter, state, and/or international by furthering and promoting the purposes of The Delta Kappa Gamma Society International.
 - b. The nominees shall be members of the North Dakota State Organization and in good standing of The Delta Kappa Gamma Society International for at least five years.
 - c. Members of the same chapter may not receive the Citation Award in two successive years.
 - d. No person may receive the Citation Award a second time.
 - e. No state president is eligible for the award during her term of office.
 - f. When warranted, more than one award may be given in one year.
- C. Directions for the Selection of Candidates
 1. The Citation Award chair shall publish, in the fall issue of The NoDak News, a notice which includes the guidelines for eligibility of candidates. A nomination form will be furnished by the chair upon request by a chapter, and a list of names of those who have been recipients to this date.

2. No later than February 1, names of nominees should be reported to the chair.
3. A candidate may be nominated by any chapter of the Society in North Dakota State Organization.
4. The committee shall select the recipient of the award and notify the state president of its choice.

C. Presentation of Award

1. The recipient will receive a framed citation along with a rose guard to be attached to her membership key pin.
2. The North Dakota State Organization Treasurer purchases the Citation Award and rose guard.
3. The award shall be presented at the state convention/conference.
4. The identity of the recipient(s) be known only to the committee and the state president.

II. Golden Grants Committee (Bylaws, Article IX, Sec. 3. c (2))

A. Guidelines for Grant Disbursement

1. A grant may be in any amount between \$100 and \$1000 when funds are available.
2. When several worthy projects are proposed, the Golden Grants Committee may decide to give partial grants. Grants for travel to Society meetings beyond the state will be limited to \$100 for each applicant. For grants greater than \$100, half the money will be advanced before the project start and the remaining distributed upon completion of a final report.
3. All members of North Dakota State Organization are eligible to receive grants after being an active member for three years.
4. Grants will not fund educational activities which produce academic credit; they will not pay for the professional services of the grant recipient.
5. Educational activities funded by this grant must be completed within three years from the date of receipt. For any project of duration longer than one year, annual progress reports will be submitted to the Golden Grants Committee before April 15.
6. Grant applicants must predict the educational benefits they expect to garner for themselves, their chapters, schools, communities, the state organization, and/or the profession. Grant recipients must evaluate the extent of those actual benefits in their final reports which will be sent to the Golden Grants Committee 30 days after the completion of the activity.
7. Three complete copies of the application materials must be received by the chair of the Golden Grants Committee by March 15. Grant awards will be made at the state convention/conference.
8. At least three letters of recommendation or resolutions of support will be part of each application. One of these letters will come from the applicant's chapter president and will discuss the applicant's level of participation as well as her competence to complete the proposed project.
9. Applicants will specify the resource they will bring to the educational activity; hours of professional time; additional monies from the chapter, school, community; other contributions of time, energy, money, equipment, supplies.

B. Responsibilities of Committee members

1. The three members will be geographically representative of the state's membership.
2. Each member will serve a three-year term and become chairman of the committee during the third year of service.
3. A new member will be appointed by the state president every year to replace the person whose three-year term is completed.
4. The committee will grant each year only 70 percent of the annual earned interest from the Golden Grant fund until continuing contributions and accrued interest bring the fund to its \$20,000 endowment goal.
5. The committee will maintain a file of applicants and final reports for each grant made.
6. The committee will maintain communications with each grant recipient until the activity is completed and report filed.
7. If desirable, the committee will design and publicize an appropriate rating scale.

PRACTICES AND CUSTOMS OF NORTH DAKOTA STATE DKG**I. Allowances for Conventions and Conferences**

- A. All state officers, other than the President, to include the immediate Past-President, treasurer, editor, and webmaster shall receive an honorarium of \$50 for attending the Convention, or \$50 for attending the Conference plus mileage as listed in the North Dakota State Organization fiscal year budget.
- B. The schedule of payments for the State President's meals not otherwise covered will be in accordance with the North Dakota in-state and out-of-state rates.
- C. The First Vice-President will be reimbursed one-half of expenses (up to \$400) for the regional Conference and/or International Convention.
- D. The State Treasurer shall be reimbursed one-half her expenses (not to exceed \$300) for attendance at International and regional conferences.
- E. *The NoDak News* editor or representative shall be reimbursed one-half her expenses (not to exceed \$300) for attendance at International and regional conferences.
- F. The State Webmaster or representative shall be reimbursed one-half her expenses (not to exceed \$300) for attendance at International and regional conferences.
- G. The Membership Committee Chair or representative shall be reimbursed one-half her expenses (not to exceed \$300) for attendance at International and regional conferences.
- H. Members attending International conventions and regional conferences who do not have other stipends furnished shall divide \$600 evenly among members, with a maximum of \$200 each.
- I. If unused as stated in H above, the money designated for members who do not have stipends furnished may be used for state travel (i.e., motel, current mileage rate and registration).

II. *The NoDak News*

- A. *The NoDak News* editor is appointed each biennium by the Executive Board upon recommendation of the state Communication Committee and serves no more than three (3) two-year terms. (*Bylaws*, Article X, Sec. 2.c)
- B. A stipend of \$600 annually is presented to the editor.
- C. Expense allowance for publication of *The NoDak News* is determined annually by the Executive Board.
- D. *The NoDak News* is published three times per year, is available on the North Dakota State Organization website, and is e-mailed to those members with access. Members who do not have access are given copies by their respective chapters.

III. Webmaster

- A. A stipend of \$300 annually is presented to the Webmaster.

IV. Gifts for New Chapters

- A. A monetary gift from each chapter is suggested.

V. Chapter Obligation to North Dakota State DKG

- A. After chapter standing committee chair have been appointed, instruct them to send their name and address to the corresponding state committee chairman. (*Bylaws*, Article IX, Sec. 1 for list of standing committees.)
- B. Chapter presidents act as a liaison between their chapter and the state president. (See Appendix E)
- C. Send official notices of death (Form 6) to the state president, state treasurer, chairman of state membership committee, and the executive coordinator in Austin, TX. Use the official blanks. One copy is retained for the chapter president's file.

VI. Allowances for International Funds

- A. Amount to be determined by the Finance Committee and approved in the budget.

VII. NORTH DAKOTA STATE ORGANIZATION DOCUMENTS

- A. Each published revision of the *By-laws* and *Policies and Procedures* are to be posted on the North Dakota State DKG website. Members of the Executive Board receive notice of updates as they are posted on the website.

APPENDIX A STATE PRESIDENT VISITS

This is the suggested rotation for chapter visits made by the state president during her biennium.

1. Beta, Zeta, Tau
2. Epsilon Mu
3. Gamma, Nu
4. Lambda
5. Iota,
6. Delta, Xi, Sigma, Phi
7. Pi

APPENDIX B Chapter Rotation for State Workshop/Convention

Date	Chapter	Site	Type	Birthday	Founder
2019	Sigma/Xi	Bismarck/ Mandan	Convention	Lambda	Phi International Founders
2020	Gamma	Bismarck/ Mandan	Conference	Nu	Beta State Founders
2021	Delta/Iota	Bismarck/ Mandan	Convention	Xi	Gamma International Founders
2022	Lamda	Bismarck/ Mandan	Conference	Pi	Zeta State Founders
2023	Nu	Bismarck/ Mandan	Convention	Sigma	Iota International Founders
2024	Zeta/Epsilon Mu	Bismarck/ Mandan	Conference	Tau	Nu State Founders
2025	Beta/Tau	Bismarck/ Mandan	Convention	Phi	Xi International Founders
2026	Pi/Phi	Bismarck/ Mandan	Conference	Gamma	Lamda State Founders

Chapters Approved for Dissolution and Name Retirement

1. Chi Chapter June 15, 1997
2. Omicron Chapter September 18, 1999
3. Rho Chapter June 16, 2000

4. Upsilon Chapter June 7, 2002
5. Eta Chapter June 12, 2004
6. Kappa Chapter June 9, 2006
7. Alpha Chapter
8. Psi Chapter
9. Theta Chapter June 21, 2018

Chapters Approved for Combination

1. Epsilon Mu June, 2010

APPENDIX C

CHAPTER YEARBOOKS

I. Yearbook Contents

- A. Cover or Title Page Information
 1. Legal name of the Society: The Delta Kappa Gamma Society International
 2. Chapter name and chapter location
 3. Geographic name (North Dakota State Organization)
 4. Year(s) for which book is to be used
- B. International and State Information
 1. Current state officers, addresses, phone numbers
 2. International, regional, and state meetings
- C. Chapter Information
 1. Chapter officers with addresses and phone numbers
 2. Committee chair and members
 3. Members' names, academic degrees, addresses, phone numbers, e-mail, teaching position, and membership status (active, reserve, honorary)
- D. Program Information
 1. Date, time, location of meetings
 2. Title/content of program
 3. Special events
 4. Hostesses
 5. Project information
 6. Executive board meetings
 7. "The Delta Kappa Gamma Song"
- E. Optional Information
 1. International and State Information
 - a. State founders
 - b. Current international officers and regional director with addresses
 - c. International Headquarters Contact Information (PO Box 1589, Austin, TX 78767-1589; www.dkg.org, 1-888-762-4685 (toll free); fax: 1-512-478-3961)
 2. Historic Information
 - a. Past chapter presidents, biennium
 - b. Chapter charter members
 - c. Year of initiation for each member
 3. In memoriam tributes
 4. Members' birthdays
 5. "Telephone calling tree"
 6. Songs

Guidelines for Chapter Educational Excellence Chair

- A. Yearbooks should be distributed by November 1 as follows:
 1. Send a copy to the state Educational Excellence Committee chair (keep one in the files of the chairman, send one to state president, and send one to the State Treasurer.) All copies may be sent via e-mail as a .pdf file attachment.
 2. Each chapter president should send a list of the chapter officers and chapter committee chair to the State President.
- B. Provides copies of the current International program manual for use by committees responsible for programs.
- C. Keep a brief record of all programs for a final report.
- D. Get reports in according to the deadline on the report form.

Appendix D

MEMBERSHIP COMMITTEE

- I. Activities**
 - A. Encourage chapters to sponsor chapters in areas where another chapter is advisable.
 - B. Help urge chapters concerning the advisability of reorganization.
 - C. Strengthen smaller chapters.

- II. State's Responsibilities in Installing a Chapter**
 - A. Secure the charters for the chapters.
 - B. Order and pay for the following:
 - Official initiates' register
 - Membership cards
 - Membership certificates
 - *Constitution* for each member
 - *Standing Rules* and *Handbooks* for officers
 - \$10 per initiate for expenses incurred in orientation and luncheon arrangements
 - C. Plan the program.
 - D. Arrange to have membership certificates hand lettered.

- III. Sponsor Chapter's Responsibilities in Installing a Chapter**
 - A. Arrange suitable places for
 - Initiation and installation ceremonies
 - Dining
 - Initiates to meet
 - B. Furnish all equipment (three brass candlesticks; brass bowl; scarf; Bible; small candle holders; candles, small and large; fountain pen).
 - C. Purchase roses (real or silk) for installation ceremony.
 - D. Publicize installation among members and chapters.
 - E. Take reservations in advance from all those planning to attend if a meal function is planned.
 - F. Provide chapter members for services such as escorts, hostess for initiates, part of initiation ceremony, leaders in music, etc.
 - G. Arrange to have all escorts meet promptly for rehearsal.
 - H. Responsible for expenses not covered by international or state as:
 - Society information brochure, if used
 - Invitations
 - Roses (Most sponsoring chapters opt for seven roses given to officers after election.)
 - Decorations, candles
 - Printing of programs

- Postage, envelopes, paper
- Phone calls
- Gift, if you choose

It has been suggested that the Membership Committee keep the chapter flags used at state convention/workshop. The committee would be responsible for creating a new flag for each chapter following its charter. These flags would then be brought to the state convention/workshop.

Appendix E

COURTESY GUIDELINES

I. Guidelines for Courtesy at State Level

- A. The following shall be reported to the state president who will send a card or congratulatory letter to the member.
 1. Special recognition to members in situations such as:
 - Retirement
 - Earning a doctorate
 - Receiving a special scholarship or recognition from International
 - Appointment to an international committee
 - Outstanding community recognition
 - Outstanding chapter award or recognition
 2. The state president or her appointee shall attend the funeral of a past state president.
 3. The state president shall send a card to international officers, and/or regional directors for special recognition which they might receive.
- B. In case of death:
 1. When a past state president dies, the North Dakota State Organization shall contribute \$50 -- \$25 to the Golden Grant fund and \$25 to the Educational Foundation.
 2. If a state officer (currently in office) dies, the North Dakota State Organization shall contribute \$10 to the state scholarship fund.
 3. If a state officer (currently in office) dies, each chapter shall contribute \$5 to the state scholarship fund.
 4. When possible, one or more members of North Dakota State Organization should attend the funeral of a deceased state honorary member and/or an appropriate remembrance in respect to that person should be sent.
 5. When a past international president dies, North Dakota State Organization shall contribute \$20 to the Educational Foundation.