**ALPHA PHI STATE, WEST VIRGINIA**

**2014-2015 HONOR CHAPTER AWARD**

**Award Information for April 1, 2014 – March 31, 2015**

**D**

**IRECTIONS:** *To be completed by the chapter president and emailed or mailed to the State President postmarked by April 15. Check or enter points of excellence in the blank to the* ***left*** *of each indicator. Points must be spread across* ***ALL* Categories, i.e., Reports and Rules, Programs, Attendance, et al.**

Chapter \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Region of the State\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Form Completed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Membership: active \_\_\_\_\_ reserve \_\_\_\_\_ honorary \_\_\_\_\_ TOTAL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please read directions before proceeding.

**CHAPTER LEADERSHIP**

**Reports and Rules**: ALL reports, required by International, submitted/postmarked by deadline and to correct person. Data verified by state personnel. Annual reports are marked (A); biennial (B) reports are due in even years.

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| --- | --- | --- | --- | --- | --- |
| \_\_\_\_\_ Treasurer’s Report (A) | due 7/15 | 5 pts |  |  |  |
| Membership dues/fees (A)  **\_\_\_\_\_ Postmarked by Nov. 10** | \_\_\_\_\_\_\_\_\_  due 11/10 | \_\_\_\_\_  10 pts | \_\_\_\_\_ Program (B) | due 2/1 | 1 pt |
| \_\_\_\_\_Yearbook (A) | due 11/10 | 5 pts | \_\_\_\_\_ Scholarships (B) | due 2/1 | 1 pt |
| \_\_\_\_\_ President’s Report (A) | due 2/1 | 5 pts | \_\_\_\_\_ World Fellowships (B) | due 2/1 | 1 pt |
| \_\_\_\_\_ Necrology Report (A) | due 2/1 | 5 pts | \_\_\_\_\_ Chapter Rules submitted within last three (3)  years to State Constitution & Bylaws  Committee Chairman. Date (mo/yr) Chapter  Rules & Bylaws submitted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | 5 pts |
| \_\_\_\_\_ Communications (B) | due 2/1 | 1 pt |
| \_\_\_\_\_ Finance (B) | due 2/1 | 1 pt |
| \_\_\_\_\_ Membership (B) | due 2/1 | 1 pt |
|  |  |  |  | | . |
|  |  |  |  | |  |

**Commitment, Representation and Responsibilities:** Insert points if the chapter president (10 pts) or her designee (5 pts) …

\_\_\_\_\_ attended Executive Board Business Meeting at annual State Convention.

\_\_\_\_\_ attended Leadership Development for Chapter Presidents (even years only) at annual State Convention.

\_\_\_\_\_ attended International (even years only) or Northeast Regional (odd years only)

\_\_\_\_\_ held a minimum of 1 chapter executive board meeting.

\_\_\_\_\_ participated in activities for chapter presidents (odd years only) at State Convention .

**CHAPTER PROGRAMS AND PROJECTS**

**Purposeful Programs:** Indicate four chapter programs that aligned with Society purposes. Indicate the Society purpose(s 1-7) for each program. Describe the impact on the attendees/chapter/community. Use additional space as necessary. **40 pts max (State President will enter points.)**

**Title of Program Purpose # Impact Statement**

\_\_\_\_\_ 1)

\_\_\_\_\_ 2)

\_\_\_\_\_ 3)

\_\_\_\_\_ 4)

**Supporting Early-Career Educators (S.E.E.), Alpha Phi State Project or Read Aloud West Virginia, Alpha Phi State Project or both**: Briefly describe chapter project(s) including the nature of chapter involvement, relevance to the Society’s mission and impact on the community. Please use additional space as needed. (100 to 150 words) 5**0 pts max per State Project (State President will enter points.)**

**CHAPTER DYNAMICS**

**Attendance** 1 pt each except for # 1& 3

\_\_\_\_\_ average attendance of active members at chapter meetings = \_\_\_\_\_%

**20 pts = 76-100% 15 pts = 51-75% 10 pts = 36-50% 5 pts = 25-35%**

\_\_\_\_\_ prospective members attended meetings (3 pts max)

\_\_\_\_\_ DKG member guests, DKG honorary or DKG reserve members attended meetings (2 pt max)

**Membership Patterns: Total # Members prior year: \_\_\_\_\_ Total # Members current year: \_\_\_\_\_**

Number of members dropped due to transferring out/nonpayment of dues/death since April 1, 2013 \_\_\_\_\_

Number of initiates/transfers in/reinstatements since April 1, 2013: \_\_\_\_\_\_

\_\_\_\_\_ initiates/transfers in/reinstatements equal 10% or more of active chapter membership (10 pts)

\_\_\_\_\_ maintained (3 pts) or increased (5 pts) the number of active members April1, 2013 thru March 31, 2015

\_\_\_\_\_ added member(s) from educational environment not currently represented in chapter (3 pts)

\_\_\_\_\_ added new member(s) with less than 10 years of teaching (professional educational) experience (3 pts)

\_\_\_\_\_ number of initiations held during current year (3 pts maximum)

**Chapter Support** 1 pt each except for #1- focus on members’ social needs

\_\_\_\_\_ included fellowship at each meeting to focus on members’ social needs (20 pts)

\_\_\_\_\_ recommended chapter member(s) who applied for Golden Gift funds

\_\_\_\_\_ recommended chapter member(s) who applied for an Alpha Phi State or International Scholarship

\_\_\_\_\_chapter member(s) applied for International Speakers Fund, Eunah Temple Holden Leadership program

\_\_\_\_\_chapter member (s) applied for a grant to support a Society purpose, i.e., from Cornetet, Educational

Foundation or non-Society organization

**Chapter Activity**

\_\_\_\_\_ invited Alpha Phi State President or Regional Director to a meeting (5 pts)

\_\_\_\_\_ used and updated Chapter Strategic Action Plan (5 pts)

\_\_\_\_\_ invited a state legislative representative to speak on legislative issues at a meeting (5 pts)

\_\_\_\_\_ updated and used member and chapter profiles in planning program of work (3 pts)

\_\_\_\_\_ updated chapter archives and chapter history (3 pts – odd years)

\_\_\_\_\_ observed Founders Day, Chapter Birthday, or other events to celebrate women in education (3 pts)

\_\_\_\_\_ used “Pride in the Big Picture” new orientation program for prospective members (2 pts)

\_\_\_\_\_ held recommitment ceremony for members (2pts)

**Member Participation**

\_\_\_\_\_ attended (chapter or state) officer training: 1 pt per member (4 pts max – even years only)

\_\_\_\_\_ attended Alpha Phi State Convention: 1 pt per member (15 pts max)

\_\_\_\_\_ attended NE Regional or International: 1 pt per member (5 pts max)

\_\_\_\_\_ attended US Forum: 1 pt per member (2 pts max)

\_\_\_\_\_ served as state committee chairman, state support personnel or state officer: 1 pt per member (5 pts max)

\_\_\_\_\_ served on state or international committee: 1 pt per member (2 pts max)

\_\_\_\_\_ contributed to visual arts or music program at state convention: 1 pt per member (5 pts max)

\_\_\_\_\_ presented at State (training workshop) Regional or International: 1 pt/presentation (5 pts max)

**CHAPTER PUBLICITY**

**Communications/Publications**

\_\_\_\_\_ Yearbook mailed to State Educational Excellence Chairman on time (5 pts)

\_\_\_\_\_ **Bulletins/Newsletters** displayed at state convention for judging. (5 pts)

\_\_\_\_\_ **Scrapbook** displayed at state convention for judging. (5pts)

\_\_\_\_\_ **Single Display** displayed at state convention for judging. (5pts)

\_\_\_\_\_ **Newspaper Clippings displayed** at state convention for judging. (5pts)

\_\_\_\_\_ Frequent communication with members other than newsletter: give type - phone chain (5 pts) \_\_\_\_\_\_\_\_\_\_\_\_

email (10 pts) \_\_\_\_\_\_\_\_\_\_ other (5 pts) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Chapter established a **NEW** Website. (30 pts)

\_\_\_\_\_ Chapter maintained (currently updated) Website. (10 pts)

\_\_\_\_\_ International approved Chapter Website. (20 pt)

\_\_\_\_\_ Chapter submitted articles with photos to local media: 1 pt/submission. (5 pts max)

\_\_\_\_\_ Chapter used current state and international publications in programming and reproduced current themes and

logos in chapter publications. (2 pts)

\_\_\_\_\_ Chapter marketed its professional image, i.e., brochure, elevator speech, media broadcast. 1pt each

(3pts max)

\_\_\_\_\_ Chapter member(s) submitted article(s) to *Bulletin*/International. 1 pt each (3 pts max)

**CONTRIBUTIONS IN SUPPORT OF THE SOCIETY’S MISSION**

**International Activities:** 1 pt each except for S.E.E.

\_\_\_\_\_ Educational Foundation

\_\_\_\_\_ Emergency Fund

\_\_\_\_\_ Golden Gift

\_\_\_\_\_ International Speaker's Fund

\_\_\_\_\_ World Fellowships

\_\_\_\_\_ Schools for Africa

\_\_\_\_\_ Supporting Early-Career Educators (10pts)

**Alpha Phi State Activities: \*State Personnel will verify.**

\_\_\_\_\_Chapter contributed to auctions or other state fund raisers at last convention (25 pts)

**Chapter Activities:**

\_\_\_\_\_awarded a grant-in-aid to a non-member (5 pts.)

\_\_\_\_\_ awarded a scholarship to a member (5 pts.)

\_\_\_\_\_ provided financial assistance for chapter president to attend a convention (3 pts)

\_\_\_\_\_ provided financial assistance for chapter members other than president to attend a convention (3 pts)

**\_\_\_\_\_ TOTAL POINTS**  Alpha Phi State, West Virginia 2013-2014 Presidential Chapter Excellence Awardees meet requirements and achieve 325 pts in odd years or 331 pts in even years.

(Totaled by State President) Chapters receive Honorable Mention with 275 points of excellence.

**Total Possible Points - 494 pts in odd years and 500 pts in even years.**

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Signature of Chapter President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chapter President’s Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Must be emailed or postmarked by April 15, 2015 to be considered. Mail to State President Patty Cook,**

**P.O. Box 160 Summersville, WV 26651 or email** [**cook.pj@frontier.com**](mailto:cook.pj@frontier.com)