

The Delta Kappa Gamma Society International

DELAWARE STATE ORGANIZATION BYLAWS 2021

Article 1 Name

Section 1. State Organization Name

The name of this state organization shall be Delaware State Organization (Delaware) of The Delta Kappa Gamma Society International (the Society), hereafter known as Delaware State Organization.

Section 2. Chapter Names

Each chapter in Delaware State Organization shall be designated by a Greek letter or a combination of Greek letters.

Article II Purposes and Mission and Vision Statements

Section 1. Purposes

The purposes of Delaware State Organization shall be:

- A. To promote the purposes of the Delta Kappa Gamma Society as found in the CONSTITUTION, ARTICLE II;
- B. To act as liaison between chapters and the International organization;
- C. To organize Delta Kappa Gamma chapters within the state;
- D. To provide leadership training for state and chapter leaders.

Section 2. Mission Statement

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

Section 3. Vision Statement

Leading women educators impacting education worldwide.

Article III Membership

Section 1. Classifications

The membership of Delaware State Organization shall be composed of active, reserve, collegiate, and honorary members of chapters in the state. All practices are in accordance with the CONSTITUTION, ARTICLE III.

Section 2. Authority of Chapters

Chapters in the state shall have full power to act in matters of chapter membership.

Section 3. Criteria for Classifications

A. Active Members

(1) An active member shall be a woman who is or has been employed as a professional educator at the time of her selection or has been retired from an educational position.

(2) An active member shall participate in the activities of the Society.

B. Reserve Members

(1) Reserve membership shall be granted only to those current members who are unable to participate fully in the activities of the chapter due to physical disability and/or geographic location.

(2) Reserve status shall be granted by a majority vote of the chapter.

(3) A reserve member, so requesting, shall be restored to active membership.

C. Honorary Members

(1) Candidates for Honorary Membership at the state and chapter levels shall be elected by the method established by the respective Executive Board.

(2) State honorary members shall be recommended by the state Membership Committee and elected by the state Executive Board. A four-fifths (4/5) vote of approval is required.

(3) The state president and the chairman of the state Membership Committee shall organize the orientation session and the inductions. The induction of state honorary members shall be conducted at state conventions.

D. Collegiate Members: Collegiate member shall be undergraduate or graduate students who meet the following criteria:

(1) Undergraduate student collegiate members shall

a. Be enrolled in an institution offering an education degree and have the intent to continue academically and professionally in the field of education; and

b. Be enrolled within the last two years of their undergraduate degree.

(2) Graduate student collegiate members shall have graduate standing in an institution offering an education degree and have the intent to continue academically and professionally in the field of education. When a collegiate member starts her career as a paid educator, she will pay active member dues and become an active member. If a collegiate member does not pursue a career as an educator, her membership will expire upon graduation or withdrawal from the education degree program.

Section 4. Chapter Membership

A. Candidates for active membership shall be voted upon in a chapter meeting in a manner to be determined by the chapter.

B. Chapter membership chairmen shall maintain a complete and accurate record of all chapter memberships, current and former. In cases of membership termination, the record shall include the reason and date of termination. The chapter shall file letters of resignation.

C. A former member shall be reinstated to membership by the chapter receiving the request.

Article IV Finance

Section 1. General

All manners of finance are in accordance with the CONSTITUTION, ARTICLE IV.

Section 2. Annual Dues

A. The state annual dues shall be:

(1) Active members \$12.00

(2) Reserve members \$9.00

B. The state annual dues shall be determined by a two-thirds (2/3) vote of the members at the state convention.

C. Chapter dues shall be an amount determined in accordance with the rules set up by the chapter.

D. The membership year is July 1 – June 30. A member shall pay annual state dues and fees no later than June 30 for the following year. All international dues and fees shall be collected by the chapter treasurer and forwarded to international. All state dues and fees shall be collected by the chapter treasurer and forwarded to the state treasurer.

E. Financial assessment may be levied only by the chapter. For membership or reinstatement commencing between July 1 and

December 31, the member shall pay induction fee (new member only), international and state dues, and scholarship fee (if applicable) for the current year. For membership commencing on or after January 1, the member shall pay one-half the international and state membership dues, induction fee (new members only) and the scholarship fee (if applicable). Immediately thereafter, the international portion shall be sent by the chapter treasurer to international, and the state portion shall be sent to the state treasurer.

Section 3. Financial Controls

A. The state Finance Committee shall submit a proposed budget annually for examination, modification if necessary, and adoption by the state Executive Board.

B. All state expense vouchers shall be signed by the state president before payment is made by the state treasurer. The president shall not sign any voucher that exceeds the amount allotted in the approved state budget.

C. The report of the annual audit/financial review shall be submitted to the state Executive Board for adoption.

Article V Organization

Section 1. Chapters

A. Each chapter shall govern the conduct of its business in a manner consistent with the CONSTITUTION and the Delaware State Organization Bylaws.

B. Each chapter shall have Chapter Rules which are consistent with the CONSTITUTION and the Delaware State Organization Bylaws. The state organization has the right to examine chapter rules.

C. The chapter officers, all of whom must be members of the Society, shall be a president, a vice-president, and a secretary (all elected), and a treasurer (selected by the chapter Executive Board), plus the option of a second vice-president and/or a corresponding secretary (each elected).

D. The chapter officers, except the treasurer, shall be elected in even-numbered years by a majority vote of the chapter members present.

(1) The term of each elected officer shall be two years. No officer except the treasurer may serve in the same office longer than two terms in succession. All officers shall take office on July 1 following their election.

(2) The treasurer shall be selected by the chapter executive board each biennium.

E. A parliamentarian, preferably a member, shall be appointed by the chapter president.

F. The chapter president shall represent the chapter as a voting member of the state Executive Board.

Section 2. New Chapters

A. The state Executive Board shall determine the need for, and shall approve the organization of, a new chapter.

B. Applications of candidates for membership in a new chapter shall be screened by the state Executive Board.

C. Rules governing the induction of new members and the installation of a new chapter shall be recommended by the state Expansion Committee and approved by the state Executive Board.

Article VI State Officers and Related Personnel

Section 1. Composition

A. 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), and a treasurer (selected by the state Executive Board).

B. A parliamentarian, preferably a member, shall be appointed by the state president.

Section 2. Duties

The state officers and related personnel shall perform the duties as prescribed in the CONSTITUTION, ARTICLE VI and as authorized by the Delaware State Organization Bylaws.

Section 3. Term of Office

A. Officers elected by the state convention shall have a term of two (2) years, or until a successor has been named.

B. No officers, except the treasurer, may serve in the same office longer than two terms in succession.

C. All officers shall take office on July 1 following their election.

D. The treasurer shall be selected by the state Executive Board.

Section 4. Vacancies

A. In the event of the resignation or death of the president, the first vice-president shall succeed to the presidency and serve until the next regular election of officers.

B. In the event of the resignation or death of either the president or the first vice-president, the second vice-president shall succeed to the office of first vice-president and serve until the next regular election of officers.

C. When a vacancy occurs in other elected or appointed positions, the president shall name a successor.

Section 5. Nominations and Election

A. Nominations for state office shall be made by a nominations committee consisting of seven (7) members.

(1) The Nominations Committee shall be elected by the state Executive Board.

(2) The committee shall submit the name of one nominee for each elective office. Consent of the nominee must be obtained.

(3) The slate of officers shall be published in the Spring Issue of *The Blue Hen Flyer*.

(4) After the report of the Nominations Committee has been made to the convention, additional nominations may be made from the floor, with the consent of the nominee.

B. The state officers, except the treasurer, shall be elected by the state convention in odd-numbered years.

C. Election shall be by ballot and a majority of votes casts elects. If there is but one nominee for an office, the election may be by voice vote.

D. The Nominations Committee shall prepare the ballot and conduct the election.

Article VII Meetings

Section 1. Conventions

A. Business of the state shall be conducted biennially, in odd-numbered years, at the state convention held at a time and place as determined by the state Executive Board, for the purpose of receiving reports, adopting policy, amending bylaws and standing rules, electing officers, and other business which may properly come before it.

B. Every member who is registered may vote. A roll call vote as specified in the CONSTITUTION, ARTICLE IX may be ordered.

C. A quorum shall be a majority of those members who have registered at the convention.

Section 2. Conferences

A state conference shall be held biennially, in even-numbered years, at a time and place determined by the state Executive Board, for the purpose of dissemination of Society information, holding workshops/seminars, and conducting leadership training.

Section 3. Quorum for Chapter Meetings

A quorum for chapter meetings shall be determined by the chapter.

Article VIII State Executive Board

Section 1. Members, Duties, and Meetings

A. The members of the state Executive Board shall be: the elected officers, the immediate past president, and the chapter presidents, as well as any state founders and past state presidents in attendance. The state treasurer and the state parliamentarian shall be ex officio members, the parliamentarian without vote and the treasurer also without vote if under remunerative contract for her services.

B. The duties of the Executive Board shall be:

(1) as prescribed in the CONSTITUTION, ARTICLE VII and as authorized by the Delaware State Organization Bylaws;

(2) to elect a state Nominations Committee;

(3) to select a state Expansion Committee.

C. Meetings of the Executive Board will be held at least twice each year. Special meetings may be called by the president.

(1) The presence of a majority of the voting members of the Executive Board shall constitute a quorum at meetings.

(2) Chapter presidents who are unable to attend the state Executive Board meeting may appoint an official representative who shall have full privileges of participation.

D. A vote by mail or electronic mail is authorized when necessary.

E. The members of the state Executive Committee shall be the elected officers. The parliamentarian and the treasurer shall be ex officio members without vote. The Executive Committee shall meet at the call of the president between meetings of the Executive Board to conduct business delegated to it by the Board and to take action on matters requiring immediate attention.

Section 2. General

A. Chapter Executive Boards shall function in accordance with the CONSTITUTION, ARTICLE VII.

B. Only members of Delaware State Organization may be endorsed by the Delaware State Organization Executive Board for international offices.

Article IX Committees

Section 1. Classifications

Standing Committees shall be:

- A. Society Business
 - (1) Communications and Publicity
 - (2) Finance
 - (3) Membership
 - (4) Nominations
 - (5) Rules
 - (6) Leadership Development
- B. Society Mission and Purpose
 - (1) Educational Excellence
 - (2) Scholarship and World Fellowship
- C. Other
 - (1) Delaware State Organization Convention (odd years)
 - (2) Delaware State Organization Conference (even years)

Section 2. General Procedures

- A. Except for the Nominations Committee, all committees shall be appointed by the president.
- B. Except for the Nominations Committee, the president shall appoint the chairman of each committee.
- C. Except for the Nominations Committee, the president shall be an ex-officio member, without vote, of all committees.
- D. Except for the Nominations Committee and the Educational Excellence Committee, all committees shall consist of three (3) members appointed by the president, one to be designated as chairman.
- E. The Finance Committee shall consist of the president, the treasurer, and three (3) members appointed by the president, one to be designated as chairman. The president and the treasurer shall serve ex-officio, without vote.
- F. The Nominations Committee, elected by the state Executive Board, shall consist of seven (7) members. The immediate past state president shall serve as chairman. Three (3) members shall be elected by the state Executive Board each biennium for a four (4) year term.
- G. The Educational Excellence Committee shall consist of one member from each chapter. The president shall appoint one member as chairman and one member as U.S. Forum liaison. (The Music Committee is included within the Educational Excellence Committee and is responsible for musical selections at state conventions and conferences.)

Section 3. Duties of Committees

A. The duties of all state committees shall include duties assigned by the state president and/or the state Executive Board.

B. The Communication and Publicity Committee shall make recommendations regarding publicity and promote the use of publications of the Society.

(1) A state directory shall be published electronically every year in September.

(2) The editor of the *Blue Hen Flyer* shall serve as an ex officio member, without vote.

C. The Membership Committee shall study and make recommendations related to membership, maintain necrology records and reports, plan and conduct state memorial services, select state organization honorary members and maintain records concerning them, assign the collection of historical record of contributions to education and to the Society by the state's members.

D. The Rules Committee shall receive all proposals for amending the Delaware State Organization Bylaws and shall present approved proposals to the state convention for vote every two (2) years. The approved proposals shall be published to the members at least forty-five (45) days prior to the convention. The Rules Committee shall also receive any and all proposals for amending the Delaware State Organization Standing Rules and present the approved proposals to the state convention for vote every two (2) years.

E. The Educational Excellence Committee shall consist of one member from each chapter. The president will designate one member as chairman and one member as U.S. Forum liaison.

(1) The committee shall be organized to function as a committee of the whole, or, at the discretion of the chair, in groups, to accomplish its responsibilities for personal and professional growth.

(2) The committee shall promote programs and projects for excellence in education.

(3) The committee shall identify long-term and short-term programs and projects that focus on topics adopted by the Society. The committee shall transmit suggestions for study and action to chapter

(4) The committee shall support programs of action that promote the personal well-being, intellectual growth, and global awareness of women educators, encourage a focus on the arts at conferences and conventions, and develop strategies that will enable chapters to encourage members to become leaders.

(5) The committee shall encourage chapters to participate in programs that promote professional growth of women educators.

(6) The committee shall study and recommend action on professional issues and shall urge chapters to initiate, endorse, and support endeavors in the interest of education and women educators.

F. The Leadership Development Committee shall assign responsibilities and guidelines in the state Bylaws and Standing Rules for leadership programs to assist state organization and chapter officers with leadership responsibilities.

G. The Scholarship and World Fellowship Committee shall encourage members to apply for international scholarships and awards as well as the state scholarship. The committee will publicize, review applications, and select recipients for the state scholarship and state grant-in-aid. The committee will act as a liaison between the International World Fellowship Committee and the chapters, encourage contributions to the World Fellowship Fund and urge members to maintain contact with recipients who are studying in the state.

H. The state liaison to the U.S. Forum shall disseminate materials and information from the U.S. Forum to chapters and, if possible, attend the U.S. Forum meetings at the regional conferences and international conventions, as well as legislative seminars.

I. Reports of work accomplished shall be prepared on forms available from International Headquarters.

J. A procedure is stated for accomplishing tasks requiring immediate action.

Section 4. Special Committees

Special committees shall be appointed by the president as authorized. After submitting the final report to the body that authorized it, the committee shall be dissolved.

Article X Activities

Section 1. Scholarships

A. The number of scholarships and the amount of each shall be recommended by the state Scholarship and World Fellowship Committee and adopted by the state Executive Board.

B. Rules governing the administration of the scholarship program shall be recommended by the state Scholarship and World Fellowship Committee and adopted by the state Executive Board.

Section 2. Publications

A. The *Blue Hen Flyer* shall be published two (2) times each year (Fall and Spring) and shall be sent to all state members by electronic mail with each chapter taking responsibility for those members without email.

B. A state directory shall be published biennially by the state Communications Committee. Mailing lists shall not be distributed outside of the organization.

C. The Delaware State Organization Bylaws shall be revised and printed electronically whenever amended.

D. The Delaware State Organization Standing Rules shall be revised and printed electronically every two (2) years with the state bylaws.

Article XI Funds

Section 1. State Organization Funds

The funds of Delaware State Organization shall be known as:

- A. The Available Fund
- B. The Permanent Fund
- C. The Scholarship Fund

Section 2. General

All matters of funding are in accordance with the CONSTITUTION, ARTICLE X.

Article XII Amendments

Section 1. Bylaws

A. Proposals for amendment of the Delaware State Organization Bylaws shall be voted upon every two (2) years at the state convention in odd-numbered years.

B. These bylaws may be amended at the state convention by a two-thirds (2/3) vote, provided notice of the proposed amendments has been published to members at least forty-five (45) days prior to convening the convention.

C. Proposed amendments to the bylaws may be submitted to the chairman of the Rules Committee by any Delaware State Organization member, committee, board, or chapter. December 1 of the year prior to the state convention shall be the deadline for submitting proposed amendments.

D. All proposed amendments shall have been approved by a two-thirds

(2/3) vote of the state Executive Board before being presented to the state convention. Amendments approved will be effective immediately.

Section 2. Standing Rules

Standing Rules may be adopted, amended, or rescinded at any biennial convention by a majority vote.

Section 3. International Constitution Committee

The State Bylaws and Standing Rules shall be submitted by the State Rules Committee to the International Constitution Committee after the state convention at which the documents have been amended.

Article XIII Dissolution

Section 1. State Organization Dissolution

In the event of a dissolution of Delaware 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 provisions shall be made therefor.

B. The state Executive Board shall determine specific procedures for liquidating remaining assets and shall supervise disbursements of funds.

Section 2. Chapter Dissolution

A. Before a chapter is dissolved, the approval of the State Executive Board must be obtained.

B. Careful consideration shall be given to the manner in which those desiring to maintain membership transfer to other chapters. International procedure must be followed.

C. Any remaining funds in the chapter account shall be sent to the state treasurer and deposited in the Available Fund.

D. The chapter's paraphernalia, the society publications, and the chapter records shall be retained in the state archives and made available for use.

E. The charter must be returned to the state to be forwarded to the International Headquarters.

F. The state Executive Board shall decide whether or not the Greek name shall be reused.

Article XIV
Parliamentary Authority

Robert's Rules of Order (current edition) shall govern the proceedings of Delaware State Organization and its chapters in all cases not provided for in the CONSTITUTION, INTERNATIONAL STANDING RULES, or other adopted Society rules, the Delaware State Organization Bylaws and the Delaware State Organization Standing Rules.

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