THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL

OMICRON CHAPTER OF ALPHA BETA STATE

Chapter Standing Rules

1.0 The name of this organization shall be Omicron Chapter, Alpha Beta State Organization, and The Delta Kappa Gamma Society International.

2.0 Omicron Chapter will promote the Purposes, Mission, Vision, and Objectives as stated in the Constitution of Delta Kappa Gamma International and the Bylaws of Alpha Beta State. The Objectives are the following:

 2.1 To unite women educators of the world in a genuine spiritual fellowship.

 2.2 To honor women who have given or who evidence a potential for distinctive service

 in any field of education

 2.3 To advance the professional interest and position of women in education.

 2.4 To initiate, endorse and support desirable legislation or other suitable endeavors in

 the interests of education and of women educators.

 2.5 To endow scholarships to aid outstanding women educators in pursuing graduate

 study & to grant fellowships to women educators from other countries.

 2.6 To stimulate the personal and professional growth of members and to encourage their participation in appropriate programs of action.

 2.7 To inform the members of current economic, social, political and educational issues

 so that they may participate effectively in a local, state, national and world society.

3.0 Membership

 3.1 Membership in The Delta Kappa Gamma Society, Omicron Chapter, shall be by the

 invitation of an active member. Members invited into Omicron become members of

 Alpha Beta State Organization and of Delta Kappa Gamma Society International. An individual becomes a member of the Society when she pays her dues.

3.2 Membership in Omicron will be terminated only by non-payment of dues and fees,

 by resignation, or by death.

 3.3 Classification of members.

 a. An active member shall be a woman who is or has been employed as a

 professional educator. An active member shall participate in the activities of the

 Society. Omicron Chapter will assess the potential of each professional educator

 for distinctive service in any field of education in advance of issuing an invitation

 to membership.

 b. Reserve members shall be formerly active members who are retired from

 educational work and are unable to participate fully in the activities of the chapter

 because of physical disability and /or geographical location. Reserve membership

 shall be granted by a majority vote of the chapter, as specified in the International

 Constitution. A reserve member, who requests it, can be reinstated to active

 membership by a majority vote of the chapter members present at the meeting.

 c. Honorary members shall be women not eligible for active membership who

 have rendered notable service to education or to women. They shall be privileged

 to participate in all activities except that of holding office.

 3.4 Only active and reserve members in good standing may apply to International

 Headquarters and be transferred from one organization to another.

 3.5 A former member may apply to the chapter to be reinstated to membership.

 Approval by four-fifths (4/5) of the ballots cast shall be required.

 3.6 All membership records on an individual member will be maintained by the local

 chapter.

4.0 Finances

 4.1 The finance committee will consist of three (3) members appointed by the president.

 4.2 The chairman of the finance committee will be appointed by the president and approved by the executive board.

 4.3 Each committee chairman will present by July 1, an annual budget for the proposed

 activities of that committee. Cost must be reviewed and accepted by the finance

 committee for the inclusion in the proposed annual budget.

 4.4 The duties of the finance committee shall be:

 a. to recommend annual dues based upon the fiscal support needed to implement the approved chapter objectives and to present the recommendation to the

 Executive Board and the general membership for approval at the first business

 meeting of the year.

 b. to develop an annual budget and present it to the Executive Board and the

 general membership for approval at the first business meeting of the year.

 c. to supervise expenditures and investments of the chapter funds.

 d. to inform members that the annual dues and fees must be paid to the treasurer

 by June 30, and if, on July 1, a member’s dues remain unpaid, she will be

 dropped from the chapter roll. If a faithful, long standing member is incapacitated

 and unable to pay her dues, the chapter may wave the chapter portion of the dues

 and pay state and international dues and fees for that member.

 e. to perform other duties determined by the Executive Board.

 f. to complete all forms sent to the chapter regarding the work of this committee

 and to return these forms by the stated deadline(s) to the person(s) designated to

 receive them.

 g. to prepare for the required annual audit of the chapter treasurer’s financial

 records. The audit committee will be appointed by the president.

 4.5 The duties of the treasurer will be:

 a. to disperse funds as approved in the budget or by the membership.

 b. to pay for expenditures upon receiving the receipt or bill for the purchases and gaining approval of the president.

 c. to collect and process all monies.

 d. to maintain current records on the financial status of the chapter.

 e. to present a report at each business meeting.

 f. to submit for annual audit the accounts of the chapter.

 g. to ask for the help of volunteers as needed with fundraisers.

 4.6 Special remembrances shall be financed by dues. These shall include:

 a. a president’s pin which is to be presented at her installation.

 b. a red rose will be presented to the family after the death of a member. A

 donation will be given to the member’s favorite charity or a book will be

 presented in her memory to the media center of the school in which the member

 last taught.

c. a red rose only will be presented to a member upon the death of an immediate

family member (including parents).

 d. In the death of an honorary member, a donation will be made to the member’s

 favorite charity or a book within the member’s area of expertise will be presented

 to an educational facility. In memory of that member, a card also will be sent to

 the family.

 e. a red rose will be given to a member who gives birth.

 f. a red rose will be given to a member who experiences an extended illness.

 g. a bud vase only will be given to a member who marries.

 h. a card will be sent for a member’s retirement.

 4.7 Special projects shall be funded by a money raising event(s).

 All plans for fund raising must be presented to the Executive Board for approval and then

 be referred to the membership for approval.

5.0 Organization

 5.1 Omicron Chapter rules will be consistent with the Delta Kappa Gamma International

 Constitution and Alpha Beta State Bylaws.

 5.2 Omicron Chapter will be represented on the Alpha Beta State Executive Board.

 5.3 Omicron Chapter’s business will be conducted in a manner consistent with the

 International Constitution and the Bylaws of Alpha Beta State.

6.0 Officers

 6.1 Omicron chapter will have these officers, all of whom must be active society

 members: an elected president, 1st vice-president, 2nd vice-president, corresponding

 secretary and recording secretary. The treasurer will be selected by the Executive Board.

 A parliamentarian may also be appointed by the president. All officers will serve a term

 of two (2) years. Duties of the officers are specified in the Delta Kappa Gamma

 International Constitution.

 6.2 A nominating committee of three (3) members will be appointed in even numbered

 years by the president.

1. A slate of officers shall be presented with one (1) nominee for each office at the March meeting.

 b. Voting will take place at the next scheduled meeting of the chapter prior to the

 installation meeting.

 c. No officer except the treasurer may serve more than two (2) terms in

 succession.

 d. The president may appoint a chapter member to fill an existing vacancy. When

 a vacancy occurs in the office of president, the first vice-president will assume the

 office of president. When a vacancy occurs in both the offices of president and

 first vice-president, the second vice-president will temporarily assume the

 responsibilities of president until the vacancies are filled by the Executive Board.

 6.3 Members may be nominated by the membership at the same time the slate of officers

 is presented by the nominating committee.

 a. If there is only one (1) nominee for a position, election may be by voice.

 b. If there is more than one (1) nominee for an office, secret balloting will occur.

 c. A majority vote of those present is necessary for election.

 6.4 The president shall serve as an ex-officio member of all committees but the

 nominating committee.

 6.5 The first vice-president shall serve as chairman of the program committee.

 6.6 The Executive Board shall review the Standing Rules at least once every two (2)

 years.

7.0 Meetings

 7.1 Robert’s Rules Of Order, Newly Revised (current edition) is designated for the

 governance of the chapter in all instances in which the authority is not inconsistent with

 the Delta Kappa Gamma International Constitution or other adopted Society rules.

 7.2 Four (4) meetings, at least, will be held annually.

 7.3 Motions may be passed by two-thirds (2/3) of the members in attendance at a

 meeting.

 7.4 New and honorary members will be elected by four-fifths (4/5) of the ballots cast at a

 fall meeting.

 7.5 The Standing Rules of the Omicron chapter may be altered by the following

 procedure:

1. Possible alterations to the Standing Rules may be presented to the membership through e-mail and then discussed at the next meeting where further changes can be suggested by the membership. A printed copy of the proposed changes will be presented at a succeeding meeting for a vote by members.
2. b. Passage of the rule changes will require a quorum consisting of a majority of the ballots cast at that meeting.

8.0 Executive Board

 8.1 The Executive Board shall include all elected officers, the immediate past president,

 the chairman of each committee, the treasurer who shall be a voting member and the parliamentarian, who shall be a non-voting member.

 8.2 The duties of the Executive Board shall be:

 a. to select the treasurer for the biennium.

 b. to act on the matters requiring immediate action and decision.

 c. to recommend policies and procedures for consideration by members.

 d. to establish rules for the budget development and approval for the supervision

 of chapter finances.

 e. to ensure that chapter standing rules are up-to-date by reviewing them at least

 once every two years.

 8.3 The Executive Board shall meet at least twice a year. Upon the call of the president,

 it may meet at other times.

 8.4 A quorum shall be a majority of the voting members of the Board.

9.0 Committees,

Some of which may be combined for chapter needs, will be appointed by the president. The president shall serve as an ex-officio member of all committees but the nominating committee. 9.1 The committees and their duties for Society Business shall include:

 a. Standing Rules

 1) shall maintain an up-to-date copy of the Standing Rules.

 2) shall add, rescind or delete rules as voted by the membership. 3) shall review rules with the executive board at least every biennium. 4) shall be responsible for updating chapter Standing Rules as changes are approved at the business meetings.

 b. Finance (Duties are listed in 4.4.)

 c. Leadership Development -- shall plan programs and activities which provide

 opportunities for members to grow in leadership skills.

 d. Membership

 1) shall encourage members to seek suitable prospective members.

 2) shall investigate carefully the qualifications of persons whose names

 have been submitted.

 3) shall present names and qualifications of candidates.

 4) shall conduct balloting.

 5) shall hold an orientation for new members.

 6) shall prepare and conduct the induction service for new members

 7) shall keep an up-to-date file of biographical data of chapter members.

 8) shall be responsible for checking attendance and contacting members

 who fail to attend meetings.

 9) shall be responsible for conducting an installation ceremony for new

 officers in even numbered years

 10) shall appoint a Necrology chair to conduct a memorial service at the

 chapter level for members who die and submit forms and a biography to

 Alpha Beta State where the deceased sister is recognized at the state

 convention memorial service.

 9.2 The committees and their duties for Program of Work shall include:

 a. Program

 1) shall be chaired by the first vice-president.

 2) shall include chairwomen of each committee.

 3) shall be responsible for planning, coordinating, supervising and

 assessing programs

 b. Personal Growth and Services

 1) shall address the inner needs of members.

 2) shall help members recognize ways of growing personally.

 3) shall encourage members to use time to meet the needs of others.

 4) shall have its chairman also serve on the Program Committee.

 c. Professional Affairs

 1) shall foster a climate of mutual respect and cooperation within the teaching profession.

 2) shall propose action on problems within the profession.

 3) shall have its committee chairman also serve on the Program Committee.

 d. Legislation Committee

 1) shall keep abreast of any legislation pertaining to the teaching

 profession.

 2) shall keep chapter members informed of any legislation pertaining to

 education.

 3) shall inform legislators of chapter members’ feelings toward any

 legislation pertaining to education.

 e. Research

 1) shall conduct and publicize appropriate educational research.

 2) shall assess the needs of the community.

 3) shall make the members aware of publications and materials.

 4) shall encourage contributions to and reading of The Bulletin.

 5) shall have its chairman also serve on the Program committee.

 f. Women in the Arts

 1) shall encourage, recognize and provide opportunities for members to share their talents.

 2) shall have its chairman also serve on the Program Committee.

9.3 The committees and their duties for Education Services shall include:

 a) Communications

 1) shall plan and disseminate information that portrays the goals and

 program of the society.

 2) shall send news of chapter programs and projects to state editor and

 local news media.

 3) shall use the electronic media to keep members informed of society

 business.

 b) Scholarships

 1) shall inform chapter members of scholarships available on the state and

 international level.

 2) shall provide forms for state scholarships.

 3) shall supply information to members on steps necessary to apply for

 international scholarships.

 4) shall be certain any applicants who apply for scholarships are

 qualified.

 5) shall report as necessary to the state chairman.

 6) shall cooperate with state scholarship chairman as necessary.

 7) shall promote interest in and support for the chapter’s grant(s)-in-aid.

 8) shall make recommendations for the selection of the grant(s)-in-aid

 recipient(s).

 9) shall award the grant(s)-in-aid as the chapter shall determine.

 c) World Fellowship shall make the chapter aware of the international fellowship

 program and promote appropriate programs of action.

9.4 Other committees and their duties needed for the betterment of Omicron:

 a) Social shall be responsible for planning appropriate social activities for the chapter and for organizing refreshments for meetings.

 b) Remembrance shall be responsible for all special remembrances as

 specified in Article 4.6.

 c) Music shall plan appropriate music for chapter meetings. Its chairman will

 also serve on the Program Committee.

10.0 Activities: Special funds and/or awards may be created by the Executive Board and approved by the chapter membership.

11.0 Dissolution of the Chapter:

 11.1 Before Omicron can be dissolved, the approval of the Alpha Beta State

 Organization must be obtained.

 11.2 Careful consideration shall be given to the manner in which those desiring to

 maintain membership transfer to other chapters. International procedures must be

 followed.

 11.3 Any remaining funds in the chapter account shall be sent to the Alpha Beta State

 Organization treasurer for state or international projects.

 11.4 The chapter’s paraphernalia, the Society publications and the chapter records shall

 be retained in the Alpha Beta State Organization archives and made available for use.

 11.5 The charter must be returned to the Alpha Beta State Organization headquarters to

 be forwarded to the International Headquarters.

 11.6 The Alpha Beta State Organization executive board shall decide whether the Greek

 name shall be reused or not.

Revisions effective November 20, 2018

Standing Rules revised - Katherine Tromble- Chairman of the Rules Committee