



# INTERNATIONAL SOCIETY FOR KEY WOMEN EDUCATORS DELTA KAPPA GAMMA

December, 2015

To: Chapter Presidents  
From: Bev Johns, Leadership Development Chair  
PO Box 340, Jacksonville, IL 62651-0340  
217-473-1790, bevjohns@juno.com



Lambda State is pleased to offer **two Trainings for Chapter Leaders (TCL)** in June 2016. Both experienced and inexperienced chapter leaders will find information that will help them in their positions. Please plan to have chapter officers and chairs attend their respective sessions at one of the two sites provided.

As you select your new officers, encourage them to mark their calendars for one of these trainings. Our goal to train your chapter leaders for the new biennium! You will have a good time meeting with your Lambda State Leaders.

Send the form (type or print) enclosed along with your check to the registration chair. **If all four to six officers/chairs are attending the same site, only one form is needed. Enclose a second form if some members are attending a different site. Refunds will not be given after June 1.**

**JL Buford Intermediate Center, 623 South 34<sup>th</sup> Street, Mt. Vernon, Illinois, June 11, 2016, 8:30 a.m.-12:00 p.m.** with registration at 8:00 a.m. Registration fee is \$11.00 per person. This includes coffee, juice, fruit, and baked goods as well as registration materials. A late registration fee of \$1.00 per person will be assessed for forms postmarked after **May 13.**

**Ottawa High School, 211 East Main Street, Ottawa, Illinois, June 18, 2016 8:30 a.m. - 12:00 p.m. with registration at 8:00 a.m.** Registration fee is \$11.00 per person. This includes coffee, juice, fruit, and baked goods, as well as registration materials. A late registration fee of \$1.00 per person will be assessed for forms postmarked **after May 13.**

Parking is available in the lot across the street from the high school. There is another lot on the east end of the building. The entrance to be used at the high school will be marked with a Lambda State Training for Chapter Leaders sign. We are using the second building on Main St. Do not use the main school entrance.

**Mapquest specific directions from your home.**

Chapter leadership sessions will involve the following officers or chairs:

President, Educational Excellence Chair, Membership, Treasurer, Finance, Communications and Publicity

## **Time Schedule for Training for Chapter Leaders**

8:00 a.m.-8:30 a.m.—Registration and Continental Breakfast

8:30 a.m.-8:40 a.m.—Welcome by President Olson and Introduction of Presenters

8:45 a.m.-11:45 a.m. Workshops

11:45 a.m.-12 noon--Evaluations

Please send form and check to DKG, Lambda State to:

Judi Heckel, Registration Chair  
1800 McComb Street, Charleston, Illinois 61920-3137  
217-345-9112 Email: [heckel@consolidated.net](mailto:heckel@consolidated.net)

Chapter Contact Person's Name \_\_\_\_\_

Chapter \_\_\_\_\_ # \_\_\_\_\_

Email address \_\_\_\_\_ Phone \_\_\_\_\_

Site Attending: JL Buford Intermediate Center \_\_\_\_\_ Ottawa High School \_\_\_\_\_

Total Amount \$ \_\_\_\_\_

Officer or Committee Chair	<i>Chair or Representative Name</i>	<i>Email and Cellphone</i>
President Please bring questions and concerns		
Treasurer Bring Green Guidelines for Chapter Treasurers And Booklet from International		
Finance Bring chapter budget		
Membership Bring ideas you have to increase membership		
Communications and Publicity Bring sample chapter newsletter or chapter brochure		
Educational Excellence (Program, Personal Growth and Services, Professional Affairs, and Research)		

No Refunds after June 1, 2016

If you get lost, please contact Bev Johns at 217-473-1790

If you wish to stay overnight in either area, a list of hotels is included.

### **Mt. Vernon, IL Hotel Accommodations**

Comfort Suites—404 S. 44<sup>th</sup> St. 618-244-2700  
Fairfield Inn and Suites—217 Potomac Blvd. 618-244-2300  
Hampton Inn and Suites—221 Potomac Blvd. 618-244-2323  
Days Inn—205 Potomac Blvd. 618-244-9700  
Holiday Inn—222 Potomac Blvd. 618-244-7100  
Super 8—401 S. 44<sup>th</sup> St. 618-242-8800  
Motel 6—220 S. 44<sup>th</sup> St. 618-242-1200  
Quality Inn—201 Potomac Blvd. 618-242-7200

Each of these hotels is located directly off the Interstates 57 and 64 at the Mount Vernon exit.

### **Ottawa, IL Hotel Accommodations**

Fairfield Inn – 3000 Fairfield Lane, Ottawa. 855-297-1428  
Hampton Inn – 4115 Holiday Lane, Ottawa 815-434-6040  
Holiday Inn Express – 120 W. Stevenson Rd., Ottawa 815-433-0029

There are many restaurants in Ottawa – Culvers and Cracker Barrel are close to the hotels. If you google restaurants in Ottawa, you will find several very interesting ones in downtown Ottawa. It is a lovely town with many interesting, fun places to eat.