

ZETA STATE YEARBOOKS

DEADLINE: December 1, 2008

CHAPTER: _____ Chapter President: _____ Date Submitted: _____

District: Please circle Northern Central Southern

Officer/Member responsible for the yearbook in this chapter:

Name: _____

Address: _____

E-mail: _____

City, Zip _____

Phone: _____

Criteria: For your chapter to receive recognition for your yearbook, *all* items must be present and **CURRENT**. Yearbooks **MUST BE BOUND OR STAPLED** when submitted and postmarked no later than December 1.

Required items: Give the page number of required items in the appropriate column. Send one copy of your yearbook and this completed form to Zeta State First Vice President. (See your chapter yearbook for her contact information). Other officers to whom the yearbook is sent do *not* need a copy of this form.

Required Item	Page Number	Item Present (completed by state first vice president)
International Information		
1. List of International Founders		
2. Purposes of the Society and Mission Statement		
3. International Administrative Board (Contact state corresponding secretary for list)		
4. International Staff/ Address (Contact state corresponding secretary for list)		
Zeta State Information		
5. List of Zeta State Founders		
6. State Officers, including <i>Zeta Data</i> Editor, Directors, and Assistant Directors (with mailing and E-mail addresses and telephone numbers)		
7. State President's Theme and Goals for the Biennium		
8. State Committee Chairmen (with mailing and E- mail addresses and telephone numbers)		

Chapter Information		
9. Chapter Presidents with addresses by Districts (Contact state corresponding secretary for list)		
10. Chapter Charter Members (Note deceased with *)		
11. Chapter Officers		
12. Chapter Committee Chairmen and Committee Members		
13. Recognition of Woman of Distinction <i>OR</i> Red Rose Award¹		
14. List of previous Women of Distinction with years of recognition		
15. List of previous Red Rose recipients with years of recognition		
16. Chapter Programs: (All items required) <ul style="list-style-type: none"> • Hostesses • Dates • Places • Times • Theme-Related² (International Program, Current State President's theme or one of the 7 Purposes) 		
17. Chapter Membership (All items required) <ul style="list-style-type: none"> • Name • Date of Initiation • Address (include e-mail if possible) • Phone number • Place of work or retired 		
18. Collect		
19. Songs (Minimum 2 – words only) Required: “The Delta Kappa Gamma Song” “Delta Kappa Gamma Are We” Others, Optional		
20. Dates to Remember (include chapter, district, state, regional, and international for current chapter year—July 1 through June 30)		
21. Mail COMPLETE copies to the following: <ul style="list-style-type: none"> • 1 copy to the state president • 1 copy and completed evaluation form to state first vice president (state program chairman) • 1 copy to your district director • 1 copy to the state executive secretary 	Indicate Date Mailed _____ _____ _____ _____	

¹ The Woman of Distinction, a chapter member, is recognized the year of the state convention (spring of odd-numbered year [required]). The Red Rose Award is given to a non-member, preferably in the year of the district meetings (spring of even-numbered year).

² The 2006-2010 International Program Theme is PASSION FOR LEARNING: THE ESSENCE OF GROWTH.

Optional items suggested in the chapter yearbook:

SUGGESTED ITEM	PAGE NUMBER
1. Dedication of yearbook	
2. In Memoriam	
3. Special projects	
4. Chapter rules ¹	
5. Symbols of the Society	
6. Inspirational quotes	
7. Member photos	
8. Grade level or subject taught	
9. If retired, where the member taught or subject area	
10. Spouse or next of kin	
11. Member Identification Number (on Membership Card, available from chapter treasurer—used in some reports and for International applications)	
12. List of chapter's National Board Certified Teachers	
13. Recipients of chapter grant-in-aid and/or scholarships	
14. List of chapter members serving at the state and/or International level	

¹ At the chapter level we have **Chapter Rules**; at the state, the **Zeta State Bylaws and Rules**; at the international, the **Constitution and International Standing Rules**.