

Standing Rules

Article I: Name of Chapter:

The name of this chapter shall be Delta Gamma Chapter of the Texas State Organization of The Delta Kappa Gamma Society International

Article II: Purpose

The purpose of Delta Gamma Chapter shall be to carry out the policies and programs of the work of The Delta Kappa Gamma Society International.

Article III: Membership

Section A: The membership of the Delta Gamma Chapter shall be composed of active, reserve, and honorary members who are employed or reside in Sabine, Shelby, and San Augustine Counties.

Section B: Active Members

1. Active members shall be women who are employed in educational work at the time of their election and have had three or more years of experience as professional educators or have been retired from an educational position .. They shall participate in the activities of the society.
2. Reserve members shall be formerly active members who are retired from educational work and who are unable to participate fully in the activities of the chapter only because of physical disability or geographical location. Reserve status shall be granted by a majority vote of the chapter.

Section C: New Members

1. Recommendations for new members shall be submitted to the Membership Committee by the November and/or April meeting.
2. Voting for new members shall be at the December and /or May chapter meeting. Voting shall be either preferential ballot or the four-fifths of the ballots cast rule.
3. Orientation of the new members shall be help previous to initiation. The Membership Chairman shall see that nominees receive information through a formal/informal orientation. The Initiation for new members shall be at the January and/or September meeting.

Section D: Termination of Membership

1. Nonpayment of dues.
All membership dues shall be paid by October. Failure to meet the dues deadline shall result in termination of membership.
2. Resignation
Resignations shall be submitted in writing to the chapter president and be voted upon by the chapter.
3. Death

Section E: Reinstatement to Membership

Former active members may be returned to active membership, upon written request and approval by the chapter membership. No reinstatement fee is required.

Article IV – Finance

Section A: Where applicable, the Constitution, Article IV and Article X, 1 and 9 shall govern Delta Gamma Chapter finances.

Section B: Delta Gamma Chapter dues shall be established at the September meeting and will include State and International dues as established by these organizations.

1. International dues shall be an amount determined in accordance with International Standing Rules.
2. State dues shall be an amount determined in accordance with the rules set by the State By-Laws.
3. Chapter dues shall be an amount determined in accordance with the rules set by the chapter.

Section C:

An additional two dollars per member shall be paid for Alpha State Scholarships.

Section D:

- 1 All expenses shall be approved by the Chapter President prior to payment.
2. An annual audit report shall be submitted to the Chapter Executive Board by the auditing committee
4. The budget shall be submitted annually for approval.

Article V – Organization

Section A: Chapter

1. Delta Gamma Chapter shall govern the conduct of its business in a manner consistent with the Constitution International Standing Rules and with Alpha State, Texas, By-Laws, and the Official Manual and with the Delta Gamma Chapter rules.
2. The chapter officers, except the treasurer, shall be elected in accordance with the constitution, Article VI, Section C-3.

3. The chapter president shall attend the State Executive Board meeting and shall represent the chapter as a voting member. If the president is unable to attend, she shall appoint a representative from the membership.

Section B: Area

Delta Gamma chapter shall participate in the activities of Area I as assigned by the State Executive Board.

Article VI

Section A. Officers

The chapter officers shall be the president, vice-president, and secretary (all elected); and a treasurer (selected by the Chapter Executive Board); plus the option of a second vice-president and/or corresponding secretary (elected). The parliamentarian is appointed by the president. The chapter officers shall be elected in even number years by a majority vote of chapter members present.

Section B. Nominations

1. Nominations for Chapter officers and the nominating committee shall be made in even numbered years by a nominating committee of three (3) elected by a majority vote of chapter members present at the March meeting. The chairman of the nominating committee shall be named by the Chapter President from those elected for the committee.
2. The chapter Nominating Committee shall submit the name of one nominee for each elective office position and the names of all committee nominees for the Nominating Committee. Consent of each nominee must be obtained. The slate with candidate qualifications shall be presented to the chapter members at the April meeting. Nominations may be made from the floor with the consent of the nominee.
3. If there is only one nominee for an office, election shall be by ballot and a majority of votes cast, elects.
4. If there are two or more nominees for an office, election shall be by ballot and a majority of votes cast, elects. The Nominating Committee shall prepare the ballot and conduct the election.
5. Installation of new officers will be held at the May Meeting.

Section C. Vacancies

1. When a vacancy occurs in the office of the president, the first vice-president shall become president.
2. When a vacancy occurs in other elective or appointed positions, the chapter president shall name a successor.

Article VII-Executive Board

Section A.

1. The members of the Executive Board shall be the elected officers of the chapter, and the immediate past president. Ex-officio members of the Executive Board shall be the treasurer, with vote and the parliamentarian, without vote.
2. The duties of the Executive board shall be those specified in the Constitution, Article VII, Section C.
3. The Executive Board shall meet at least twice annually.

Article VIII Committees

Section A. Committees of Delta Gamma Chapter shall be:

1. Society Business: Ceremonials, Finance, Membership, Nominations.
2. Program of Work: Program, Legislation, Personal Growth and Services, Professional Affairs, Research, Yearbook, and Music (optional, but recommended).
3. Educational Services: Achievement Awards (optional but recommended), Communications, Scholarship, World Fellowship.
4. Special committees: Courtesy, Scrapbook, Telephone, and Archives (These are only at the discretion of the chapter; only sample committees are stated here. Additional committees may be designated according to the chapter needs.)

Section B. Committee Responsibilities

1. Delta Gamma Chapter committees shall be responsible for any duty represented by the international committee descriptions, Article VIII, Section B, C, and D of the Constitution.
2. Delta Gamma Chapter may establish standing committees to carry out duties as well as special committees when needed.
3. Reports of chapter committees shall be prepared on forms supplied by International Headquarters submitted to the person designated on the forms.

4. All committees shall be appointed by the chapter president except the Nominating Committee and she shall be an ex-officio member of all committees except the nominating Committee.
5. Ad hoc committees may be created to carry out projects authorized by the chapter.

Article IX- Chapter Meetings

Section A.

1. Delta Gamma Chapter will have eight regular meetings each year. (*Note: A minimum of four required*)
2. Meetings will be held on the second Monday of the month or meeting dates will be established by the month or meeting dates will be established by the Executive board and published in the yearbook. (*This is according to chapter decision.*)
3. Quorum-A quorum shall be one-third of the chapter's active membership—not a majority of member's present..A quorum is the number of members who must be present in order that business can be legally transacted. This protects the chapter from business being conducted by a few members present at a meeting.

Section B. Other Finances

1. An initiation fee of \$10.00 shall be required of all members except honorary members.
2. Honorary members—See section Article IV, Section C of the Constitution.
3. Scholarships
 - a. Each active and reserve member shall pay a scholarship fee of \$2.00 annually.
 - b. Grant-in-Aid Scholarship fund will be collected and maintained separately from scholarship fees.

Section C. Finance Control

1. The Delta Gamma Chapter Finance Committee shall submit annually a proposed budget for adoption by 2/3 vote of members present at the meeting.
2. All expenses shall be approved by the Chapter President prior to payment.
3. The president and treasurer's signatures shall also be on the signature card at the bank.
4. The president and treasurer's signatures shall also be on the signature card at the bank.
5. An Annual audit report shall be submitted to the Chapter Executive Board and at the July board meeting.

Article X – Special Chapter Policies

1. Delta Gamma chapter shall provide funds for the President and Vice-President or the President and incoming President to attend the state Convention.
2. The amount will be in the budget, or if necessary determined at the April chapter meeting.
3. The First Vice-President is the chairman of the Program Committee.
4. The Second Vice-President is the chairman of the Membership Committee.
5. The chairman of the Yearbook Committee is a member of the Program Committee.
6. The Communications Committee will publish a newsletter each month before the monthly meeting.
7. The Grant-in-Aid fund is currently in the Texas State Bank. (See International Standing Rules 2.4 Grant-in-Aid for additional information.) The Professional Affairs committee keeps guidelines for this fund and the selection of recipients.
 - a. The Professional Affairs Committee may award financial aid to the following groups:
 - i. Outstanding female high school student entering teacher preparation programs
 - ii. Worthy female college students completing their professional preparation to become educators
 - iii. Female non-members returning to the teaching profession
 - b. Five dollars of the ten dollars raised at the salad suppers goes to grant-in-aid
8. The Courtesy Committee shall operate by the following guidelines:
 - a. Send a rose in a bud vase to any member who is in the hospital.
 - b. In the event a member is ill at home, a card shall be sent.
 - c. In the event of a member's death, a standing floral spray shall be sent to the funeral home.
 - d. In the event of an immediate family member's death, a memorial/or floral remembrance not to exceed \$25.00 will be sent to the funeral home.
9. Chapter newsletters will be sent prior to each chapter meeting.

Article XI – Amendments

Section A

1. When an amendment is to be considered, a written amendment shall be presented at the previous meeting and also included with the newsletter mailing.

2. The Delta Gamma Chapter rules may be amended by 2/3 majority vote of the members present at a meeting following an advance written notice.

Article XII – Robert's Rules of Order Newly Revised (current edition) shall govern the proceedings of Delta Gamma chapter in the Constitution, International Standing Rules, the Alpha State By-Laws, and the State Official Manual. Note: Chapter rules should be revised when the chapter votes to change a policy, when the Delta Kappa Gamma Society International and/or Alpha State make changes, which affects chapter rules.

Delta Gamma chapter rules
Drafted: November, 1987
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