



INTERNATIONAL SOCIETY FOR KEY WOMEN EDUCATORS
DELTA KAPPA GAMMA™

New Jersey Alpha Zeta State Organization
Saturday September 6, 2014

AZ State President, Mary Conover (Pi), called the meeting to order at 10:00 a.m. in the all-purpose room of the Sayen Elementary School in Hamilton, NJ.

President Conover called State Chaplain, Johanna McCauley (Zeta), to deliver the motivational thought of the day.

Carol Schwartz (Gamma) led the flag salute.

President Conover explained the formula for the membership initiative for 2014-2015 year.

President Conover thanked McCauley and Schwartz. She instructed committee members and chapter presidents to meet in assigned rooms from 10:15 to 11:15 a.m.

Chapter Presidents – Library
Educational Excellence – Room
Necrology/Membership – Room 2
Xs and Ys - Room 3
Scholarship/Stipends – Room 4
Rules and Bylaws – Room 5
Treasurers – Faculty Room

President Conover reconvened the general business meeting at 11:40 a.m.

Parliamentarian, Barbara Schaller (Zeta), reviewed the rules of order for the day:

- Each member must stand and state her name when addressing the body.
- The elected state officers, immediate past president and chapter presidents will serve as voting members. The state treasurer will be a voting member. The parliamentarian is a non-voting member.
- Members presenting a motion must give the president a written statement of the motion. Cards (5 x 8) can be found on the front table.
- Reports will be limited to three (3) minutes.
- Time for discussion will be limited to less than five (5) minutes.
- Debates will be limited to five (5) minutes.
- A second is not needed if the motion comes from committee.

Recording Secretary Carol Schwartz (Gamma) called the roll:

President	Mary Conover (Pi)	Present
First Vice President	Barbara Smith (Omicron)	Present
Second Vice President	Sharon Long (Iota)	Absent
Recording Secretary	Carol Schwartz (Gamma)	Present
Corresponding Secretary	Dr. Pam Albert Devine (Mu)	Present
Treasurer	Ellen Hahn (Beta)	Present
Parliamentarian	Barbara Schaller (Zeta)	Present
Immediate Past President	Roxanne Adinolfi (Sigma)	Absent

The following chapter presidents or representatives were present:

Alpha	Catherine Cleenput
Beta	Joyce (Kelly) Johnson
Gamma	Saula Cutter
Delta	Terry Morris for Karen Cohen
Epsilon	Pam Raynor
Zeta	Johanna McCauley for Sarah Schaefer
Eta	Vickie Warner
Theta	Joyce Breitweiser
Iota	Candice Zachowski
Kappa	Mimi Weiss
Lambda	Bernadette Vath for Annabelle Boehm
Mu	Natalie Smith for Kathy Froriep
Nu	Christine Musick
Xi	Janel Schaefer
Omicron	Gail Starr
Pi	Robin Atkins
Rho	Mary Jean DiRoberto for Dr. Margaret Niemiec
Sigma	Charlotte Orfe
Tau	Susan Beekman

Recording Secretary, Carol Schwartz, provided hard copies of the January 4, 2014 minutes to anyone who had not received an electronic copy. President Conover called for additions and/or corrections to the minutes. There was a correction to the minutes on page 2, remove the K from Kimberly Falcone. President Conover called for any additions and/or corrections to the minutes. The minutes were approved as corrected and will be filed in the state archives.

Corresponding Secretary Dr. Pam Albert Devine (Mu) reported that AZS received thank you notes from Alpha Kappa State(Connecticut) for our birthday wishes for their 75th birthday celebration. Between April 5, 2014 and September 5, 2014 twenty five cards have been sent to Delta Kappa Gamma sisters.

Treasurer Ellen Hahn (Beta) provided the treasurer's report. Hahn reported a balance of \$13,608.12 in the checking account of AZS as of August 23, 2014. The Margaret Abel Scholarship Fund has a balance of \$62,090.61 as of August 1, 2014. President Conover asked for questions to the treasurer's report. Hearing none, the report will be filed for audit.

President's Report Mary Conover (Pi)

President Conover challenged each chapter to meet the membership initiative of initiating 2X/Y + 2 or >2 X/Y/BB = S²(4 AZS) by April 19, 2014 for recognition at the ASZ 2015 Convention. That is, initiate 2 members of the X or Y Generations + 2 or more members of any generation for the success and

sustainability of AZS. Jan Wilson (Gamma) provided bookmarkers and post cards reminding members of this challenge.

Conover then reported on the 2014 Indianapolis Convention: 19 members from NJ attended, including 7 “first timers”; 18 attended the Jersey Girls’ Dinner at Tavern on South; Irene Maskaly (Iota) and Saula Cutter (Gamma) served as photographers representing state photographer Michele Contala(Lambda); Carmela DeMarco(Gamma), Claire Swanson(Alpha), Judy Merz(Alpha) and Judi Nappi (Omicron) presented workshops; Carmela DeMarco was elected NE representative to the US Forum; Barbara Henderson (Epsilon) participated in the chorus; Barbara Smith(Omicron) won the grand prize for the Meet the Block drawing. Conover relayed that attendees enjoyed outstanding speakers, eye-opening workshops, entertaining presentations, wonderful accommodations, well-run meetings, and renewing and establishing genuine friendships.

She then expressed that in addition to attending the Indy Convention, officers and committee chairs have been involved in AZS activities during the summer. The convention team, rules and bylaws chairs, Xs and Y chairs and the finance committee have met. The special awards chairs and scholarship/stipends chairs have shared and planned for 2014-2015 via technology. The leadership development team met via GoToMeeting. In-coming chapter presidents, program planning chairs, membership chairs, and other chapter officers met in June for the Leadership Development Training, coordinated by Barbara Glazewski (Lambda).

Several AZS sisters have been selected to hold international positions: Claire Swanson will serve as chair of the international communications and publicity committee, 2014-2016; Nora Pollard (Lambda) will serve on the international editorial board, 2014-2018; Judy Merz will continue in the position of editor of *The Bulletin* and the newly approved collegiate publication; Carmela DeMarco will serve as NE representative to the US Forum.

Conover expressed her gratitude to and pride in her AZS sisters and her anticipation of exciting events planned for the coming months.

Committee Standing Reports (complete committee reports are attached as reference)

Leadership Development Barbara Glazewski(Lambda) and Nora Pollard (Lambda)

Glazewski and Pollard presented a photograph to President Conover of the Leadership Development committee members wearing T-shirts presented to all participants at the June training meeting. The co-chairs asked state officers to let them know if they would like to meet at the state convention to discuss the first year of their biennium. A reminder was also given about the importance of the initiates orientation scheduled at the convention.

Membership Sharon Long (Iota)

Long discussed activities involving “getting to know you”. She encouraged members to keep lines of communication open especially with new members. When a chapter reclaims members there is no reinstatement fee.

Scholarship/Stipends Jean Jaeger (Alpha) Jo Ann Applegate (Zeta) Carol Scelza(Eta)

Applegate introduced the two proposed revisions to the AZS Bylaws/Standing Rules regarding the Elizabeth Bozarth Scholarship. The committee recommended that the revision be sent to the State Bylaws/Standing Rules Committee to be presented at the State Convention in April for approval. There were two applicants for the Professional Growth Stipend. Virginia Holden (Omicron) will receive \$300 and Janel Schaefer (Xi) will receive \$900.

Special Awards Luella Vengenock(Beta) and Barbara Henderson(Epsilon)

The chairs are conducting a survey to identify areas of our state awards structure that the membership either validates or seeks to revise. Chapter Presidents in attendance received a hard copy. An electronic copy will be sent to Chapter Presidents and Chapter Award Chairs. The survey will be posted on the web.

Nominations Claire Swanson (Alpha)

Nominations for state offices will have some changes this year. The forms have been posted on the state website. They are interactive meaning you can click on a box and add the requested information and then save the form to your computer. Completed forms should be emailed to Claire Swanson by October 31st. Claire will then compile all of the nomination forms and email them to each chapter nomination chair for her to review before the actual meeting to decide the slate which is tentatively set for November 15th. The other change is there now is a nominee statement included on why they want to serve in this position.

Please look at your own members and those in other chapters around the state to determine who you would like to see lead us during the next biennium and submit nominees to Swanson by October 31st.

Finance Committee Ingrid Williams (Nu)

The accounts of Delta Kappa Gamma International, Alpha Zeta State and the accounts of the state convention have been audited by the Finance Committee and have been found to be in order.

Yearbook Saula Cutter (Gamma) and Jan Wilson (Gamma)

In Memoriam, International, State and chapter information has been sent to all chapter presidents and yearbook chairs in both Word and PDF formats. The chairs suggested that the PDF versions are sent to members. The chapter Word versions are for chapters to use to update throughout the year. The yearbook chairs request that chapters do not change any formatting so that each chapter's document will be ready for the 2016-2017 Yearbook. The state yearbook chairs thank the chapter presidents and yearbook chairs for the timely submission of information and patience in addressing technological issues.

Legislation Susan Beekman (Tau)

At this year's National Legislative Seminar, the following four topics were put on the agenda: non-educators, the detriment of tying evaluations and test scores together, human trafficking and its implications to student's lives and education, and school safety issues for students and educators.

Rules and Bylaws Babette Wise (Pi) and Faith Stenifort (Eta)

The co-chairs presented the following two proposals from the Scholarship/Stipend Committee on Standing Rules regarding the Elizabeth Bozarth State Scholarship: Article 11.1.2 and 11.1.3.

Motion #1 – Standing Rule Article 11.1.2

To add the language "prior to the application deadline" after the word "years" in Article 11.1.2

Motion #2 – Standing Rule Article 11.1.3

To substitute the word "chapter" for the word "local" in Article 11.1.3

Above motions addressing revising and amending procedures for submitting proposals of AZS Standing Rules will be presented at the State Convention in April, 2015. June, 2015, is the final date for review and approval of Chapter Rules by chapters.

Educational Excellence Irene Maskaly (Iota)

September 6, 2014 marked the first official meeting of the educational excellence committee with chapter representatives as we move forward to plan, organize, and evaluate activities and projects to promote the personal and professional growth of members. Maskaly encouraged chapters to be creative in their support of early career educators, Schools for Africa, and the CTAUN conference at the UN on January 30, 2015.

Communication/Circulation Dr. Margaret Niemiec (Rho)

Niemiec's report stated that the Fall issue will focus on chapter news of a professional nature as well as on information from the International Convention. Copy must be submitted by Wednesday, October 15, 2014.

The winter issue will focus on the upcoming State Convention. Copy must be submitted by Friday, January 23, 2015.

The spring issue will focus on chapter news of a professional nature, information from the State Convention and information on the upcoming Northeast Regional Conference. Copy must be submitted by Thursday, April 30, 2015.

Convention Mary Jean DiRoberto (Rho), Jan Paxton (Alpha), Susan Davis (Epsilon)

The 2015 Convention will be held at the Doubletree Hotel in Somerset, April 17, 18, & 19. The cost for a room for two will be \$131.10 including breakfast. For a triple, the rate is \$142.60 and \$154.10 for a quad.

Chapter responsibilities will remain the same as last year. Baskets/small items guidelines for the Friday night auction remain the same as last year.

Program Planning Barbara Smith (Omicron)

The new 2014-2016 biennium program planning chapter chairs/representatives attended the June training session on June 7, 2014. At this meeting:

- Chairs reviewed and discussed the chapter responsibilities they will have.

- They reviewed the society purposes, mission and vision statements and learned that each meeting, chapter and state, must relate to these important documents of our society.
- Handouts listing a variety of sample programs and ideas chapters should try to include in planning programs was distributed to the attendees to help them plan programs.
- The focus on educational hot topics and educational law and policy were included as ideas for programs each chapter should consider for meetings.
- The EEC chair, Irene Maskaly, attended the meeting to share with the program chairs the necessity of providing programs about the UN, Supporting Early Educators, and a focus on the arts.
- The results of the 2013 Convention program evaluations were reviewed.
- Forms used for convention programs were reviewed and edited as needed.
- A list of book titles, suggested by last year's book discussion groups and committee members, was created.
- The state chair was to email the list to each program planning chapter chair by July 1st so they could email the choices to their chapter members. Each chapter was asked to submit a vote for the 2 titles they would like to have for the book discussion and contact Barbara Smith so she could collate the votes and announce the 2 titles for the discussion.
- The program chairs were to report the results to Barbara by August 31st.
- The committee was asked to send all recommendations for the 2015 Convention programs to Barbara Smith by mid-August to prepare for a selection in September.

Necrology Cynthia Sokoloff (Alpha)

Since February 1, 2014, AZS has lost five sisters. Beta Chapter lost Helen Barrett, Norma Sweeney, and Ella Pratt. Gamma Chapter lost Mary Yates-Yeatts and Nu Chapter lost Joan Stocker. Sokoloff reminded chapters that only those sisters who were members at the time of passing can be honored at our Celebration of Life.

History/Archives Kathy Froriep (Mu)

The archives are currently housed in the second floor of the Raymond Hall West at Georgian Court University. This building is scheduled for structural updates and changes. It is likely the archives will be moved from this location.

Froriep met with Sister Rosemary Jeffries, President of GCU, to make a more formal agreement for housing AZS archives. Each chapter has a designated space and only state related materials can be stored in the archives.

Additional Reports:

AZState Website Jan Paxton (Alpha)

The website is up and running. Watch for information on Convention as it becomes available. Electronic copies of the yearbook will be uploaded to the website and password protected.

Special Committees:

Strategic Action Planning Roxanne Adinolfi (Sigma)

Twelve chapters have submitted and implemented strategic action plans. Implementation of strategic action plans should begin as soon as they are written. SAPs are not governing documents and do not require approval by the committee.

X and Ys Susan M. Barry (Pi), Jane Flanagan (Xi)

Nine chapters were represented. Members that were present would like meaningful professional development. It was suggested that the professional development should support teachers in the early stages of their professions, as well as PD that focuses on PARCC, CCSS and other major NJ Department of Education mandates.

An affiliated status is not feasible with NJEA because we are a single gender organization. An investigation will be made into whether or not booth-space at the 2015 NJEA convention can be obtained at a reasonable price point.

Special Reports:

US Forum Carmela DeMarco (Gamma)

Over 400 DKG members attended the US Forum on Wednesday, July 30, 2014. An election was held for Regional Representatives and chair of the US Forum Steering Committee. Carmela DeMarco (Gamma) was elected as NE Representative to the US Forum Steering Committee.

Unfinished Business

None

New Business

None

Announcements

President Conover thanked the social committee.

Jan Paxton asked chapters to create their own websites. These websites need to be certified. Paxton will assist all chapters.

Claire Swanson reminded members that the first session of the International Convention is on line.

Carmela DeMarco announced that Maude Dahme who is an honorary member of AZS is being honored as a 2014 New Jersey Hall of Fame honoree as an unsung hero.

Jan Wilson will put bookmarks and note cards on the website.

President Conover has copies of *Membership As We Know It* to share with interested AZS members.

The next state meeting will be held on January 10, 2015.

Adjournment

The meeting was adjourned at 12:40p.m.

Submitted,
Carol Schwartz (Gamma)