DELTA KAPPA GAMMA SOCIETY INTERNATIONAL

**GAMMA PROVINCE QUEBEC CONSTITUTION / BYLAWS**

# ARTICLE I NAME

**Section 1**. The name of this provincial organization shall be DKG Quebec of DKG International.

**Section 2**. Each chapter in DKG Quebec shall be designated by a Greek letter or a combination of Greek letters.

# ARTICLE II OBJECT

The object of DKG Quebec shall be to:

**Section 1**. Promote the mission, vision and purposes of the DKG Society International as found in the Constitution, Article II

**Section 2.** Act as liaison between chapters and the International Organization.

# ARTICLE III MEMBERSHIP

**Section 1**. The membership of DKG Quebec shall be composed of active, reserve, and honorary members of chapters within the boundaries of the province. All membership is in accordance with the Constitution, Article III.

**Section 2**. Chapters in the province shall havefull power toact inmatters of chapter membership.

**Section 3** Provincial honorary members

**A**  Provincial honorary members shall be recommended by the Provincial Membership Committee and elected by the Executive Board. A four-fifths (4/5) vote of approval is required.

**B**  Initiation of provincial honorary members shall be conducted by the Provincial Membership Committee at a suitable, pre-arranged time.

**Section 4**. Termination of membership shall be in accordance with the constitution Article III Section E.

# ARTICLE IV FINANCES

**Section 1**. Annual Dues.

1. The provincial annual dues shall be greater than the International per person annual dues.
2. Additional annual dues recommended by the Finance Committee shall be assessed if approved by a two-thirds (2/3) vote of the members at the Provincial Biennial Convention.
3. As the International portion of dues must be paid in US dollars, an additional amount shall be assessed, as needed, to cover the cost of exchange on the International portion of dues.
4. Annual dues and scholarship fee shall be paid between July1 and October 31 of each year. On November 1 members shall be dropped for non-payment of dues and fees.
5. All dues and fees shall be collected by the chapter treasurer. Provincial and International dues and fees shall be forwarded to the provincial treasurer, along with the amount needed to cover the cost of US dollars.

**Section 2**. Financial Controls

**A.** The Provincial Finance Committee shall submit a budget annually to the Provincial Executive Board. This budget shall be approved by the Executive Board for presentation to the membership.

**B.** The approved budget shall be presented to the May general meeting for adoption by the membership.

**C.** The report of the annual audit shall be submitted to the Provincial Executive Board for adoption.

**D.** Any un-budgeted expenditures over $100 shall, after review by the Executive Board, be submitted to the general membership for vote.

**E.** The state organization maintains an available fund which is the operating fund and requires a budget.

**F.** The state organization maintains a permanent fund according to society guidelines.

**G.** The state organization maintains a scholarship fund according to society guidelines.

**ARTICLE V ORGANIZATION**

**Section 1**. Chapters

**A**. Each chapter shall govern the conduct of its business in a manner consistent with the Constitution and DKG Quebec Bylaws.

**B.** The Chapter officers, except the Treasurer, shall be elected in even-numbered years by a majority vote.

**1**. The term of each elected officer shall be two years. No officer except the treasurer and the parliamentarian may serve in the same office longer than two terms in succession. All officers shall take office on July 1 following their election.

**2**. The treasurer shall be selected by the Executive Board each biennium.

**C.** The chapter president shall represent the chapter as a voting member of the Provincial Executive Board.

**D.** Chapter presidents are required to verify chapter rules to ascertain that they are consistent with the constitution and the state organization bylaws

**E.** The State President is responsible for submitting any and all changes to the state bylaws to International Constitution Committee.

**Section 2**. New Chapters

**A**. The Provincial Executive Board shall approve the organizing of new chapters.

**B**. Rules governing the initiation of new members and the installation of new chapters shall be recommended by the Provincial Membership and Expansion Committee and approved by the Provincial Executive Board.

**ARTICLE VI PROVINCIAL OFFICERS AND RELATED PERSONNEL**

**Section 1**. The provincial officers, all of whom must be members of the Society, shall be a President, a First Vice-President, a Second Vice-President, a Recording Secretary, a Corresponding Secretary (all elected); a Treasurer and a Parliamentarian (appointed by the President), and an Executive Secretary (selected by the executive board).

**Section 2**. Duties of Officers

The officers shall perform the duties as prescribed in the International Constitution Article VI, Section C, and as authorized by DKG Quebec Bylaws.

**A**. President

**1.** Duties as in the International Constitution, Article VI, Section C.

**2**. Deliver all the President's records and DKG Quebec property to the succeeding president by July 1 of the year her term ends, the cost of delivery to be borne by the Province.

 **B**. First Vice-President

Duties shall be determined by the President in consultation with the Executive Board.

 **C**. Second Vice-President

Duties shall be determined by the President in consultation with the Executive Board.

**D.** Executive Secretary

Duties shall be determined by the President in consultation with the Executive Board.

 **E.** Recording Secretary

**1**. Take minutes of the Executive Board meetings, of Annual General Meetings, and of provincial conventions. The minutes of the Executive Board meetings shall be sent to the Executive Board members as quickly as possible.

**2**. Make copies of the minutes of Executive Board meetings available to general members at a subsequent general meeting.

**3**. Keep the official minutes in good order, and deliver these minutes to the succeeding recording secretary.

 **F.** Corresponding Secretary

Carry on such correspondence as may be delegated by the

President.

G. Parliamentarian

Effects the Robert’s Rules of order; she is impartial and does not make motions, participates in debates or vote on any question except in the case of a ballot vote. She advises the president on the guidelines of the by-laws

**Section 3**. Term of office of Provincial officers

**A**. Officers elected by the provincial convention in odd-numbered years shall have a term of two (2) years, unless otherwise specified, or until a successor has been named.

**B**. No officer, except the treasurer, may serve in the same office longer than two years in succession.

**C**. All officers shall take office on July 1 following their election. During the two month period between the DKG Quebec May installation of officers and the official July 1st office start, the incoming and outgoing officers will work together according to DKG tradition and mutual courtesy.

**D**. The treasurer shall be approved by vote of the Provincial Executive Board.

**Section 4**. Vacancies

**A.** When a vacancy occurs in the office of president, the first vice-president shall become president.

**B.** When a vacancy occurs in other elective or appointed positions, the president shall name a successor.

**Section 5**. Nominations and Election

**A**. Nominations for office shall be made by the Provincial Nominating Committee. The proposed slate of officers shall be published at least one month in advance of the Provincial convention. The floor shall be opened to nominations.

**B.** Election of Provincial officers shall be at the provincial convention in odd-numbered years.

**C**. Election shall be by ballot and a majority of votes cast elects. If there is but one nominee for an office, the election may be by voice vote.

**D**. The Provincial Nominations Committee shall prepare the ballot and conduct the election.

**ARTICLE VII MEETINGS**

**Section 1**. Provincial Convention

**A**. Business of the province shall be conducted in odd-numbered years at a Provincial Convention, or in even-numbered years at an Annual General Meeting, held at a time and place to be determined by the Provincial Executive Board, for the purpose of receiving reports and adopting policy, amending bylaws, electing officers and other business which may properly come before it.

**B.** Every Member who is registered may vote. A roll call vote as specified in the Constitution, Article IX, Section B 2.C 1&2 may be ordered.

**C**. The quorum shall be a majority of those members who have registered at the convention.

**Section 2.** Other meetings

**A**. Provincial conferences and/or workshops shall be held at least once a year for the purpose of leadership training and dissemination of society information.

**B**. A quorum for chapter meetings shall be determined by the chapter.

**ARTICLE VIII EXECUTIVE BOARD**

**Section 1**. Provincial Executive Board

**A**. The members of the provincial Executive Board shall be the elected provincial officers, the past provincial president, the chapter presidents, and the chapter treasurers. The Vice-President and treasurer shall be ex officio members, each with a vote. The Parliamentarian shall be the ex officio member without a vote.

**B.** The duties of the Provincial Executive Board shall be as specified in Article VII, Section B.2. of the International Constitution.

**C.** Meetings of the Provincial Executive Board shall be held monthly with the exception of January, June, July and August. Special meetings may be called by the president.

**1.** The presence of a majority of the voting members of the Board shall constitute a quorum at meetings.

**2**. Chapter presidents who are unable to attend Provincial Executive Board meeting may appoint an official representative who shall have full privileges of participation.

**D**. A vote by mail is authorized by the Provincial Executive Board when necessary.

**Section 2**. Chapter Executive Boards shall function in accordance with Article VII, Section C of the Constitution and membership records are kept at the chapter level.

**ARTICLE IX COMMITTEES**

**Section 1**. Provincial Standing Committees shall be:

1. **Society Business:**
* Membership, Expansion and Leadership Development
* Communication
* Finance
* Achievement Award
* Nomination
* Rules
* Convention
* Hospitality

1. **Society Mission**
* Educational Excellence Committee
* Scholarships and World Fellowship
* Professional Development Community

**Section 2**. General Procedures

**A**. All committees shall be appointed by the president, except the Nominations Committee.

**B.** The president shall be an ex officio member of all committees, except the Nominations Committee.

**C.** Matters requiring immediate committee action may be voted upon

via mail (or email), all members being notified.

**D.** Reports of work accomplished will be prepared on forms supplied by Society Headquarters.

**Section 3**.  **Duties of Provincial Committees**

1. **Society Business**
2. **Membership, Expansion and Leadership Development Committee**

**1.1** The Provincial Membership, Expansion and Leadership Committee shall evaluate the recommendations of persons proposed for provincial honorary membership and shall submit the names of qualified candidates for vote by the Provincial Executive Board.

**1.2** The Provincial Membership, Expansion and Committee shall study and make recommendations related to membership. Initiation, Necrology and membership cards shall be the responsibility of this committee.

**1.3** The Provincial Membership, Expansion and Leadership Committee shall be responsible for expansion within the province.

**1.4** The Provincial Membership, Expansion and Leadership Development Committee shall plan and implement leadership programs for the provincial and chapter officers and for committee chairpersons.

1. **Communications Committee**

**2.1**  The Provincial Communications Committee shall promote the use of publications of the International Society.

**2.2**  It shall be responsible for publications authorized by the provincial organization (The Gamma Gamut, the website, the Facebook page and any other social media, and the flyers to announce meetings).

1. **Finance Committee**

**3.1** The Provincial Finance Committee shall consist of the Chapter Treasurers. The Provincial President and Treasurer shall serve as ex officio members. The chair shall be selected by the committee.

**3.2** To receive dues and scholarship amounts from each chapter and transmit monies to International.

**3.3** To submit a financial report and a budget annually to the Provincial Executive Board.

**3.4** To provide for an annual audit of the Provincial Treasurer's records.

**4. Achievement Award Committee**

**4.1** To receive Nominations for the DKG Quebec Achievement Award.

**4.2** To review the nominees according to the criteria established and select the recipient.

**4.3** To arrange for award plaque, and plan and conduct the award presentation ceremony.

**5**. **Nominations Committee**

Nominations for office shall be made by the Provincial Nominations Committee. Th**is committee** shall include at least one member from each chapter.

**5.1** The Provincial Nominations Committee shall submit the name of one nominee for each elective office.

**5.2** The Provincial Nomination Committee shall conduct the election. Any ballots will be destroyed when the election is completed.

**5.3** Nominations will be opened to the floor and will require a proposer, to be seconded, and the agreement of the nominee.

**5.**4 In the absence of nominations from the floor, the proposed slate shall be declared elected by acclamation.

**6.** **Rules Committee**

**6.1** The Provincial Rules Committee shall receive all proposals for amending and/or revising the Provincial Bylaws and shall present all approved proposals to the Provincial Biennial convention.

**6.2** The Parliamentarian shall serve as a consultant to this committee.

**7. Convention Committee**

* 1. Members of the Convention Committee shall consist

of the Chairs of all other committees.

* 1. Members will plan the program, select the venue, and

organize food service, gifts etc. for the provincial convention or annual general meeting.

**8. Hospitality Committee**

To solicit members to serve on the monthly food committees and to provide the membership with a schedule of service for the food committees

1. **Society Mission**

**1. Educational Excellence Committee**

**1.1** The Educational Excellence Committee shall be responsible for promoting programs and projects that address the goals of advancing excellence in education, promoting the personal well-being and intellectual growth of its members, and increasing the global awareness of women educators.

* 1. When possible it should follow the biennial themes adopted by the International Society.
	2. The committee will be responsible for carrying out the International Projects, Schools for Africa and Support for Early Educators (SEE), at the local level.

**2. Scholarship and World Fellowship Committee**

**2.1** The Scholarship and World Fellowship Committee shall take action on recommendations from the International Scholarships Committee. It shall promote an interest in, and support for, scholarships in general and shall recommend provincial scholarships for graduate study.

**2.2** The committee shall be under the authority of the Executive Board, and it shall be responsible for the general supervision and administration of the Scholarships Programs.

**2.3** The committee shall be responsible for the establishment and administration of awards other than Scholarship Awards. Such awards shall be recommended by the Committee and be adopted by the Provincial Executive Board.

**2.4** The committee shall promote the work of the International World Fellowships Program and administer the program at the McGill site.

1. **Professional Development Community**

**3.1** To review the guidelines of International committees that have funds available for awards and projects; to determine our interests and choose our direction as it relates to possible applications for such funds; to apply for and to upgrade grants previously applied for.

**3.2** To support members with their individual projects based on their personal passions

 **3.3** To present individual projects to the membership

**Section 3** **Special Committees**

Special Committees shall be appointed by the president as necessary. After submitting the final report to the body that authorized it, the committees shall be dissolved.

**ARTICLE X ACTIVITIES**

**Section 1**. Scholarships and Awards

**A**. The number of scholarships and awards and the amount of each shall be recommended by the Scholarship and World Fellowship Committee and be adopted by the members in convention.

**B**. Rules governing the administration of the scholarship program shall be recommended by the Scholarship and World Fellowship Committee and be adopted by the Provincial Executive Board.

1. Rules governing the establishment and administration of awards other than scholarships shall be recommended by the Scholarship and World Fellowship Committee and be adopted by the Provincial Executive Board. These shall include, but not be limited to, the Evelyn Eaton Award, the Adult Education Award, the Marion Davis Early Educator Award.

**Section 2**. Publications

**A**. A provincial newsletter shall be published and sent to all members.

**B**. The publication of special monographs and brochures shall be submitted to the Provincial Executive Board for approval.

**Section 3.** Standing Rules

**A**. Standing rules may be established to govern the operation of Provincial activities and projects. In addition, DKG Quebec Scholarship and awards fund shall be to promote the professional development of the members of DKG Quebec.

**B.** Standing rules may be adopted at a Provincial Convention or at an Annual General Meeting by vote of 2/3 of members registered.

**C**. Notice of proposed standing rules shall be circulated to members 60 days prior to the meeting date at which a vote will be taken.

**ARTICLE XI PARLIMENTARY AUTHORITY**

Robert's Rules of Order newly revised (current edition) shall govern the proceedings of DKG Quebec Canada and its chapters in all cases when not provided for in the constitution, Provincial Bylaws and Standing Rules.

**ARTICLE XII AMENDEMENTS**

**Section 1.** These bylaws may be amended or rescinded at the Provincial Biennial Convention or the Annual General Meeting by a two-thirds (2/3) vote, provided notice of proposed amendments shall have been published to members at least 60 days before convening the meeting.

**Section 2.** Proposed amendments to the bylaws may be submitted to the Provincial Rules Committee by any member and by any committee, board or chapter.

**Section 3**. All proposed amendments shall have been approved by a two-thirds (2/3) vote of the Provincial Executive Board before being submitted to the general membership for vote.

**Section 4. Approved amendments must be presented at a General meeting to take effect.**

**ARTICLE X111 DISSOLUTION**

In the event of a dissolution of

1. The State organization - the net assets shall be distributed as follows:
2. All liabilities and obligations shall be paid and satisfied or adequate provision shall be made therefore in accordance with the DKG Quebec bylaws and standing rules as they are applicable.
3. The Executive Board shall determine specific procedures for liquidating remaining assets and shall supervise disbursement of funds.
4. The Chapter organization:

For dissolution of a chapter, the chapter first must seek assistance of the state president and the immediate past president who serves as expansion and dissolution chair. After assistance has been given, if the chapter still plans to dissolve the following steps must be followed:

1. Obtain the approval of the Executive Board.
2. Consideration shall be given to the manner in which those desiring to maintain membership transfer to other chapters. International procedures must be followed.
3. Any remaining funds in the chapter account shall be sent to the state organization treasurer for state or International projects.
4. The chapter’s final books must show a zero balance and a clear listing of all disbursements
5. The chapter’s paraphernalia, the Society publications, and the chapter records shall be retained in the state organization archives and made available for use.
6. The charter must be returned to the state organization to be forwarded to the International Headquarters.

Date: May 3, 2018

Provincial President: Barbara Angus

 DKG Quebec President

**STANDING RULES OF DKG QUEBEC**

**DKG SOCIETY INTERNATIONAL**

# Section 1 Standing Rules, General

**A.** Standing rules shall be established at the Provincial Biennial Convention or the Annual General Meeting by a two-thirds (2/3) vote of the registered members attending.

* + - 1. Standing rules shall govern, but not be limited to, scholarships and awards and the awarding and administration thereof.

**Section 2**. Committees

**A.** Ad hoc and Standing Committees may be established by the Executive Board to govern the administration and operation of Provincial activities. Such committees include but are not limited to, the operation of Scholarships and Awards programs.

**1.** Scholarships and World Fellowship Committee

The Scholarships and World Fellowship Committee, under the authority of the Executive Board, shall have the responsibility for supervision and administration of the Scholarships and Awards Programs. These responsibilities shall include:

**1.1.** Periodically review and recommend to the Association an up-date of the Standing Rules and By-laws respecting the Scholarships and Awards programs.

**1.2.** Maintain the records and history of the Scholarships and Awards Programs.

**Section 3.** Funds

Funds shall be established in accordance with DKG Quebec Bylaws.

**A.** Scholarships and Awards Fund

1. DKG Quebec shall maintain a Scholarship Endowment Fund at a minimum of $25,000
2. Funds for the Scholarship Endowment Fund shall be derived from Scholarship Fees, an annual fee of $5.00 from any Chapter that establishes a Chapter Scholarship Fund, and monies from other sources as may be determined by the Executive Board. (Article X, Section 9.C of the Constitution).

**3.** Purpose of the Scholarships and Awards Fund

The purpose of the DKG Quebec Scholarships and Awards Fund shall be to enhance the fulfillment of Purpose 5 of the DKG Society International.

Purpose 5: “To endow scholarships and to aid outstanding women educators in pursing graduate study and to grant fellowships to women educators from other countries.”

In addition, DKG Quebec Scholarship and Award funds shall be to promote the professional development of the members of DKG Quebec.

**Section 4**. Expenses Reimbursements

**A.** Expenses—President

**1.** DKG Quebec shall reimburse the President, or her authorized representative, for all expenses accrued relevant to representing the province at the Northeast Regional Conferences and the International Convention. These expenses shall include, but not be limited to:

**1.1.** Round trip economy airfare to the site of the conference, or automobile expenses at a rate set by the Provincial Executive Board, based on current CAA rates.

**1.2**. Double occupancy hotel/motel room rate for days of attendance at the conference

**1.3.** Necessary additional expenses such as meals, taxi, etc.

**2.** Each chapter shall contribute a proportional share to this reimbursement.

**B**. Expenses—Other members

1. Any member of DKG Quebec who wishes to attend a DKG conference for the first time, either the Northeast Regional Conference or the International Convention to help familiarize them with the structure of DKG, may apply for a grant of $1 000 maximum.

2. If funds are available, DKG Quebec may elect to offer other members who attend the Northeast Regional conference and the International convention some financial support for such attendance.

# Section 5. Scholarships and Awards

# A. All established scholarships and awards shall be administered by the Scholarship and World Fellowship Committee with the approval of the Executive Board.

**B** The provincial Scholarships and World Fellowship Committee shall include the following members:

Provincial Treasurers

 One member from each DKG Quebec chapter

Provincial President, ex officio, with power to add members as necessary

**Section 6**. Scholarships—General

**A.** DKG Quebec shall advertise and promote the scholarship and awards programs offered by DKG Society International.

**B** DKG Quebec hereby establishes and shall offer the following scholarships annually, with the power to add additional scholarships as deemed advisable and if funds are available:

The Founders Scholarship

The Dr. Sarah Paltiel Scholarship

The Dr. Mildred Burns Scholarship

The Community in Crisis Scholarship

**C.** All scholarships and awards shall be paid from interest accrued on the Scholarship Endowment Fund, with contributions granted by individual chapters from their chapter funds.

**Section 7**. The Founders' Scholarship award

**A.** .The Founders' Scholarship award shall be a maximum of $1 000, the exact sum being subject to interest accrued. In case of two equally qualified candidates in any one year, the award may, at the discretion of the Provincial Scholarships and Awards Committee, be divided equally between the two candidates.

**B** A recipient of the Founders' Scholarships Award may be granted a renewal of the annual award for a second year if it is reasonable within the requirements for completing the degree program if there is no alternative candidate for that year, and if funds are available.

**C** No applicant may receive the Founders' Scholarship Award for more than two years.

**D** If there is no appropriate applicant for the Founders' Scholarship Award, interest monies, earned from the Scholarship Endowment Fund may be used to offer Professional Development awards to active members.

**E.** Basic Requirements for the Founders' Scholarship Award:

**1**. An applicant must be a member in good standing of DKG Quebec. She must have been an active member of DKG Society International for a minimum of one year.

**2**. The applicant must be enrolled in a recognized master's or doctoral program at an approved institution of higher education, preferably within Canada.

**3**. The applicant must provide evidence of contributions to DKG Quebec and/or to education.

**F.** Responsibilities of the Scholarship Applicant

**1.** The applicant must submit an application on current application forms available from the Scholarship and World Fellowship Committee or the Executive Board. She must submit the application and all required documents supporting the application no later than February 1 prior to the academic year for which the scholarship is required. Such documents shall include, but not be limited to, the following:

* + - Application form
		- Up-to-date Curriculum Vitae
		- Official transcripts certifying completion of an undergraduate program
		- A brief statement of career plans
		- Letters of reference from persons who know the applicant's work.

**G**. Responsibilities of the Scholarship Recipient

**1**. Attend the DKG Quebec Biennial Convention, or the Annual General Meeting to receive the award.

 **2.** Write a report for the Gamma Gamut.

 **3.** Attend the DKG Quebec convention following the receipt of the scholarship and give an account of the progress made to date.

**4.** Supply a personal photograph and an abstract of the completed thesis, or a brief description of the area of study within a non-thesis program, for the DKG Quebec History Record.

**Section 8**. The DKG Quebec Sarah Paltiel Award

**A**. DKG Quebec shall participate, with and through, the McGill University Scholarships and Awards Program, in an Award for Excellence in Studies in Education.

**1**. This award shall be called the DKG Quebec Sarah Paltiel Award for Excellence in Education.

**2**. The award, established on an initial grant of $5 000 by DKG Quebec to McGill University, may solicit and receive donations from members of the society and from members of the public who wish to participate because of their interest in the project, or because of their respect for Dr. Paltiel.

**3.** The award shall be funded by the DKG Quebec Sarah Paltiel Endowment Fund. The Award and the Endowment Fund shall be administered by the McGill University Scholarships and Awards Program. DKG Quebec will make an annual donation to the fund in perpetuity.

**4.** McGill University guarantees that an award based on interest accrued in the Endowment Fund shall be granted annually to a student who meets the following criteria:

**4.1** The applicant is a student in the Bachelor of Education program in the Faculty of Education at McGill University.

**4.2**. Has achieved an academic standing in the top 1% at the end of the first year of the B. Ed. Program. If two equally qualified students are identified, the DKG Quebec asks that preference be given to a woman candidate, and

**4.3**. Is continuing in the B. Ed. Program at McGill University.

**5**. The Scholarships and Awards chair shall request from McGill University the name of the recipient of the DKG Quebec Dr. Sarah Paltiel Award and other appropriate information

**Section 9.** The DKG Quebec Dr. Mildred Burns Scholarship

**A.** DKG Quebec shall participate, with and through the McGill University Scholarships and Awards Program, in an Award to be called the DKG Quebec Dr. Mildred Burns Scholarship Award for Excellence in Graduate Studies in Leadership in Education.

**1**. The award is established on an initial grant of $10 000 (ten thousand dollars) endowment to the Scholarship and Awards Program at McGill University. DKG Quebec will make an annual donation to the fund in perpetuity.

**2**. McGill University for its part guarantees that an award based on interest accrued on the endowment fund shall be established, and that such an award shall be granted annually to a student who meets the following criteria:

**2.1.** Is enrolled in the MA or PhD program in the Faculty of Education of McGill University

**2.2.** Is pursuing a program in Leadership in Education.

**2.3.** Has completed at least half of the requirements for that program

**2.4**. Has achieved an academic standing of at least A- (3.2 out of 4) in that program

**2.5.** Has had three (3) or more years of teaching experience and two (2) or more years of administrative or supervisory experience in a school system

NOTE: If several equally qualified students are identified, the DKG Quebec asks that preference be given to a woman candidate.

**Section 10**. DKG Quebec hereby establishes an annual award in honor of Ms. Evelyn Eaton, recognizing her years of service towards improving French Second Language instruction in the Province of Quebec.

**A**. The award shall be named the Evelyn Eaton Award

**B**. The amount of the award, not to exceed five hundred dollars ($500), shall be subject to the availability of funds.

 **C**. The award criteria shall be:

**1**. The award shall be given to a teacher from an English Montreal School Board primary school.

**2**. The recipient teacher shall be selected by the members of the Scholarship and World Fellowship Committee from applications submitted by eligible teachers

**3**. The grant must be used for the purchase of French second language books or instructional materials necessary to implement the project.

**4.** The recipient must provide follow-up documentation on the impact the grant had on her ability to meet the project goal(s).

**5.** The recipient must agree to DKG Quebec using her name and photo for publicity purposes.

**6.** No school shall receive the award for two (2) consecutive years.

**Section 11.** DKG Quebec hereby establishes an Adult Education Award

**A.** The annual amount shall not exceed five hundred dollars ($500) and shall be subject to the availability of funds.

**B.** The award criteria shall be:

**1.** The award shall be given to one or more adult education students annually.

**2.** The award shall be assigned on the basis of achievement and/or need

**3.** No school board shall receive this grant for two (2) consecutive years.

**4.** The Director of the Adult Education Department of the relevant English school board shall establish a committee to choose the recipient(s)

**5.** The President of DKG Quebec shall be informed of the name(s) of the recipient(s)

**Section 12.** DKG Quebec hereby establishes a Community in Crisis Scholarship to be awarded to a female student from a community in crisis, be that social, political, or environmental, etc.

**A**. The scholarship:

1. Shall not exceed $2000 U.S.

2. Shall be offered annually should there be sufficient monies in the Scholarship Fund

3. May be renewed if progress and need are demonstrated, and if sufficient funds are available.

**B** Criteria for the recipient student

**1.** She may but not necessarily must be a member of the DKG Society International

1. She must attend a recognized university in her owncommunity.
2. Must show proof of such university attendance. (attestation and/or transcripts)

**5.** Must demonstrate financial need.

**6.** Must provide a letter of recommendation from a community member (professor, church, or political leader, etc.)

**7.** Must provide information as to her study and career plans.

**C**. Renewal of the scholarship shall be based on the student showing evidence of satisfactory progress.

**Section 13.** DKG Quebec hereby establishes a Marianne Davis Early Educator Grant to be awarded to a female teacher at the beginning of her career

**A.** The Grant:

1. Shall be between $300 and $500
2. Shall be offered annually should there be sufficient monies in the Scholarship Available Fund

**B** The Criteria for the recipient shall include the following:

1. She may, but not necessarily, be a member of DKG.
2. She must be in the second or third year of her teaching career.
3. She must describe a need for instructional material to support a specific curriculum goal.
4. She must provide follow-up documentation (e.g. a report, photos etc.) on the impact the grant had on her ability to meet her goal.
5. She must agree to DKG Quebec using her name and photo for publicity purposes.

Date: May 3, 2018

Provincial President:

Barbara Angus, DKG Quebec

Presented by: Barbara Angus (President) in consultation with Rena Entus (Membership Chair) and Anne Marie Gitto Laurin and Bev Townsend (Communication Committee Co-Chairs)

Approved: At the Annual General Meeting May 3, 2018.