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CONSTITUTION/BYLAWS BALLOTING BEGINS

On December 2, the international office staff placed a packet of materials in the mail to chapter presidents regarding the proposed constitution and bylaws for Phi Delta Kappa International. Included in that packet was each chapter's official ballot. The deadline for returning the ballot is March 1, 2003. The proposed document represents the deliberations of the association's first-ever Constitutional Convention that met in Bloomington, Indiana, in July.

In July, the Constitutional Convention's recommendations were forwarded to the Board of Directors; the board, in turn, sought input from the summer district representative/area coordinators meetings and from the delegates attending the nine district conferences which met between the last week in September and mid-November. The Board of Directors, utilizing the feedback from the district conferences, revised the proposed document and has submitted the proposal to the chapters for ratification. Information on the proposed constitution and bylaws is available to all members via the website (<http://www.pdkintl.org>). Persons interested in printed information, and without access to our website, may call 1-800-766-1156 and request information on this important topic.

All chapters are urged to vote and to submit the chapter's vote to the international office by the March 1 deadline. Ballots must be in the office by 11:59 p.m. on March 1. Only ballots faxed or mailed conventionally will be accepted. Ballots must bear the signature of a chapter officer.

TRAVEL ON A READ SCHOLARSHIP

Enclosed is an application for a 2003 Gerald H. Read International Travel Scholarship. We want to strongly encourage chapter leaders to make application for one of 50 scholarships that will be awarded this year. The deadline for submission of the application is February 1, 2003. Applications will be judged by Kappans who are not eligible for an award this year, but who are previous scholarship winners.

SPEAKING OF TRAVEL, FIVE DESTINATIONS ARE WAITING

Phi Delta Kappa is offering a wide variety of tour destinations this year: **Russia River Cruise** (June 27-July 12, \$3,100.00); **Australia-New Zealand** (June 30-July 14, \$4,139.00); **Smithsonian Journey to Costa Rica** (July 14-23, \$1,799.00); **Scotland Golf** (July 14-23, \$3,150 for golfers and \$2,600 for non-golfers); and **Ancient Civilizations of Mexico** (July 30-August 8, \$1,799.00). Complete itineraries are available on the PDK website or you may request brochures by contacting Connie McCoy at 800-766-1156 or at cmccoy@pdkintl.org.

THREE NEW CHAPTERS!

During the last 90 days, three new chapters have received provisional charters. The association's three newest chapters are in Districts VII, VIII, and IX. Congratulations to the Mid-Carolina Chapter (#1592) in Sumter, South Carolina; to the Barry University Chapter (#1593) at Miami Springs, Florida, and to the John B. Lacson Colleges Foundation (JBLCF) Chapter (#1594) in Iloilo, Philippines. Chapter #1594 is Phi Delta Kappa's first "international" chapter since 1991.

BOARD OF DIRECTORS RESCHEDULES WINTER MEETING

The Board of Directors will hold its winter meeting February 28-March 3, 2003, in Bloomington, Indiana. The board rescheduled that winter session to coincide with the deadline for ballots on the proposed constitution.

FASTBACK SPONSORSHIPS ARE AVAILABLE

For a \$500 contribution to the Phi Delta Kappa Educational Foundation, a chapter or group of chapters can sponsor a fastback. Sponsors receive three attractive benefits: 1) acknowledgement in the front of the sponsored fastback, which some sponsors also use to recognize an anniversary or to honor an esteemed member or friend of PDK; 2) 150 copies of its sponsored fastback for distribution to members and other educators in the chapter's service area; and 3) if the fastback author is willing (most are), he or she is a guest of honor of the chapter and makes a presentation on the fastback topic at a chapter meeting. The Educational Foundation provides travel expenses and an honorarium for the author. Many chapters say that this third program benefit alone is well worth the cost of sponsorship. Sponsorships are taken on a first come, first served basis. To sponsor a fastback, contact Donovan Walling, director of publications and research.

ANOTHER BALLOT . . . EXPECT IT IN MID-JANUARY

Regardless of the outcome of the balloting currently underway on the proposed constitution and bylaws, the requirements for electing Phi Delta Kappa's next international president-elect are prescribed by our current *Constitution and Bylaws*; *ballots will be mailed to chapter presidents on January 15, 2003*. Each of the nine district conferences selected their nominee for president-elect this fall. Those nine nominees are listed below.

District I	Orriene Denslow	District VI	John Amato
District II	Kathleen Andreson	District VII	John Myers
District III	Sandra Crowther	District VIII	Otelia Frazier
District IV	Jo Ann Fujioka	District IX	David Labuhn
District V	Sonja Lou Clary		

Chapters are required to vote for three candidates; the top three vote getters become the finalists for the office of president-elect. The deadline for receipt of these ballots will be mid-April.

A number of persons have asked: WHAT HAPPENS IF THE PROPOSED CONSTITUTION AND BYLAWS IS RATIFIED? If that occurs, the names of the three top vote getters will be submitted to the total good-standing membership of Phi Delta Kappa for the decisive vote. If the proposed constitution and bylaws is not ratified, the 4th Legislative Council, scheduled to meet in St. Louis beginning on November 19, 2003, will choose the president-elect from the three finalists chosen by the chapters in the preliminary round of voting.

NEW RECRUITMENT E-SERVICE FOR CHAPTERS

Many chapters have received membership applications from the international office via the internet during the last few weeks. These applications are a result of our new e-service designed to connect interested applicants to chapters. Chapters have three options upon receipt of an application: (1) accept the application and contact the candidate regarding the date and time of the initiation; (2) recommend the candidate be processed as a direct member and then transferred into the chapter; or, (3) recommend that the candidate be processed as a direct member only. If option #1 is selected, the chapter should collect and forward the dues to the international office along with the application at the time the report of initiation is submitted.

MEMBERS RECOGNIZED IN FIVE YEAR INCREMENTS

In January, membership vice presidents should expect a list of members who have reached a five-year increment of membership. Membership recognition certificates will be mailed directly to these individuals from the international office. Chapters are encouraged to recognize the honorees by mailing a congratulatory letter or acknowledging them at a meeting, reception, or special ceremony. Chapters may want to publish the names of members achieving five-year increments in their newsletter, or you may want to applaud these individuals by awarding them a longevity tab. Information on ordering longevity tabs will be included with the lists.

REV UP RECRUITMENT KITS

Order your recruitment kits today! *These kits are a must for every officer and every member of your chapter*. Everyone can be a part of this exciting membership marketing campaign. Each time a member recruits a new member they will be on their way to winning a fabulous prize—a PT Cruiser, vacation holidays, US savings bonds, dinners for two, gift baskets, and tickets to events. And, districts, areas, and chapters can organize a "recruitment pool." All you have to do is name one person as the

"recruiter" and put that name on each recruitment form in order to get credit. Also, we encourage newsletter editors to pump up the effort by including information from the website about the campaign in your chapter newsletters. See our website under "What's New" for more information and a list of the members who have been out there recruiting and are getting recognized for their efforts!

AN UPDATE ON OUR EDITOR

In the last edition of the *Executive Director's Memo*, we announced the retirement plans of *Kappan* Editor Pauline C. Gough. Dr. Gough indicated that she planned to retire on June 30, 2003, when the Board of Directors met this summer. The board "reluctantly" accepted Pauline's retirement letter and promptly named her Editor Emeritus, effective July 1, 2003.

In September, Pauline was diagnosed with a brain tumor (glioblastoma) and underwent brain surgery in Indianapolis. Following the surgery, she took a series of radiation treatments and now is undergoing chemotherapy. Her doctors, as a result of a scan done shortly before the radiation treatment ended, have identified a second tumor. Pauline is staying in Indianapolis with a daughter; she may be contacted with a card or note c/o The Trainors, 13611 Singletree Court, Carmel, IN 46032. Her spirits remain very, very upbeat and she draws strength from her ever widening circle of friends, her three children, and her grandchildren.

NEW EDITOR NAMED

Prior to Pauline Gough's medical problem, the Board of Directors authorized an internal organizational search to select her replacement. That search was underway when Pauline's condition was diagnosed and the original plan for the search was carried out. All applicants for the position were interviewed either by telephone or in person. A unanimous recommendation was made to the Board of Directors on December 7, 2002, to name Dr. Bruce M. Smith as editor, effective July 1, 2003, or at such time that Pauline Gough's sick leave is depleted. The Board of Directors concurred in that recommendation.

Bruce has been on the *Kappan* staff since 1981. He first served as assistant editor, then as associate editor, and for the last 14 years has served as managing editor. During the time Pauline has been undergoing surgery and treatment, Bruce and every member of the *Kappan* staff have risen to the occasion. No deadline has been missed and the outstanding quality of our journal has been maintained. Hats off to Bruce Smith, Sheila Way-Middleton, Carol Bucheri, Ris_ Koben, Terri Hampton, and Victoria Voelker! And, yes, congratulations to Bruce, the *Kappan's* new editor beginning in July.

NOT TOO EARLY

Chapters are reminded of the need to identify nominating committee members for officers in 2003-04. These officers are strongly encouraged to attend the Area Leadership Conference (ALCs) provided by the area coordinator. ALCs are scheduled at the discretion of the coordinator, usually in consultation with chapters. Check the web for the date of your ALC.

GET YOUR PDK AUDIT

The annual audit report, prepared by Stampfli and Associates, is available to Kappans on our website. The report covers the fiscal year ending June 30, 2002. Kappans may view the report online or may download the report as a PDF file.

In the past, the audit has been mailed to association leaders in a printed format. For interested members who cannot access the report by computer, a hard copy may be requested from PDK's Business Manager Gary Lettelleir (glettell@pdkintl.org) or at P. O. Box 789, Bloomington, IN 47402. If you go to the web, the report is located on the "Resources for Chapters" page under "Members and Chapters."

CHECK OUT YOUR WEBSITE

The Phi Delta Kappa website has a new look and now provides for secure transactions. Members, using their credit card and their member ID number, may renew their dues, make purchases in our "bookstore," or donate to the Educational Foundation. Kappans, using their ID number, may also access PDK archives and review articles from the *Kappan* and other PDK publications. Non-members, interested in becoming Kappans, may register their interest with a chapter or may join directly. Non-members, for a nominal fee, may access PDK archives gaining valuable information for presentations and papers. Check it out! The "enhanced website project" is the result of a major grant from PDK's Educational Foundation and the extraordinary work of key members of the PDK staff!

CHAPTERS, TAKE AN E-LOCKER, NO CHARGE

Chapters may reserve their own e-lockers by contacting Victor Wampler – 1-800-766-1156, ext. 2131 or vwampler@pdkintl.org. What are e-lockers? The best way to describe an e-locker is by calling it an "electronic filing cabinet."

Our office can place anything that is computer generated in your chapter's e-locker – membership list, foundation donor list, etc. The Information Technology area has developed a very practical information sheet on e-lockers. It is entitled E-Locker: Memory Whenever and Wherever You Need It. This information sheet has a series of sub-titles: Accessing E-Locker, Inside E-Locker, Creating Folders, Adding Documents to Your Locker, Getting Documents from Your Locker, Deleting Files, Move A File, and Copy A File. Victor Wampler will be happy to work with your chapter in setting up an e-locker. Just call.

EXPECT ETHICAL LEADERSHIP APPLICATIONS IN 2003

Connie McCoy will be mailing the applications for the Frymier Ethical Leadership Institute to chapter presidents and foundation representatives in early January. The institute is scheduled for Bloomington from July 8-14. This relatively small program is a powerful one and is built around the *seven core values* identified by former PDK Senior Fellow Jack Frymier; those values include *civility, cooperation, freedom, responsibility, honesty, learning, and service to others*. The week-long institute helps high school students understand the importance of integrating ethics into leadership decisions. Encourage students in your chapter's service area to attend. What an experience!

SOME IMPORTANT DATES

January 15, 2003	Ballots mailed to chapter presidents for International President-Elect election.
January 15, 2003	Deadline for Registration for National FEA Conference.
February 1, 2003	Deadline for Read Travel Scholarship applications..
February 14-16, 2003	National FEA Conference Jacksonville, Florida.
February 22, 2003	Deadline for chapter finalists' applications for Prospective Educator's Scholarship.
February 28, 2003	Deadline for applications for Summer Camp/Institute for Prospective Teachers.
March 1, 2003	Deadline for chapter vote on new proposed constitution and bylaws.

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**Happy Holidays
to You and Yours!**

The Staff
Phi Delta Kappa International



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