



Volume 34, Number 4, March 2003

Actions of the Board of Directors at its February 28-March 3, 2003, meeting were as follows:

PRELIMINARY ACTIVITIES

- received a preliminary report from the executive director regarding the ratification of the new proposed constitution and bylaws indicating 488 chapters had voted and that 428 (88%) had voted YES and 60 chapters (12%) has voted NO.
- heard the executive director indicate that based on this preliminary information, and with slightly more than 24 hours remaining prior to the deadline, the Board of Directors should conduct its winter meeting under the assumption that the new governance document would be approved.
- listened to Donovan Walling, Director of the Service Area for Publications and Research, who presented a summary of his six-month sabbatical leave.
- received a charge from President Eve Proffitt regarding the volume of work to be done at the meeting given the ratification of the *Constitution and Bylaws*.
- designated David Labuhn, chair of the Governance Committee, as the facilitator for the work session of the board.
- welcomed Thomas E. Smith to the board as the District IX Representative and Director.
- reviewed committee assignments, noting changes in the composition of committees with regards to both board and staff members.

ACTIONS RELATED TO PROGRAMS/SERVICES

- asked staff to identify programs and services that will meet the needs of members, based on a process of assessment that is dynamic and requested that the results be shared annually with the board at its summer meeting in matrix format accompanied by staff recommendations; furthermore that an interim report be forwarded to the board committee by June 1, 2003, and the process align with the strategic plan, provide analyses of both fiscal and human resources, and reference demographic groups served.
- received preliminary information regarding program evaluation and cost analyses.
- received a report from the Service Area on Publications and Research.
- received a report from the editor designate of the *Kappan*.
- welcomed Bruce M. Smith to the meeting as editor designate of the *Phi Delta Kappan*.
- noted the appointment of Risë Koben as managing editor of the *Kappan* and noted that the search was ongoing to select the next assistant editor.
- ratified the appointment of Bruce M. Smith as editor of the *Kappan*, effective no later than July 1, 2003.
- heard comments from Rick Kolowski, immediate past president, regarding the travel seminars, the Frymier Student Institute on Ethical Leadership, and the Summer Camp for Prospective Teachers.
- received reports on the following foundation-sponsored activities: Author Seminar-Lecture, Victoria C. T. Read Adopt-a-Scholar, International Graduate Fellowship, District Conference Lecturers, Endowed Scholarship Accounts, and Prospective Educators' Scholarship.
- heard comments from several board members regarding the recent Future Educators of American Conference in Jacksonville, Florida.

- received reports on the following PDK sponsored activities: Excellence in Student Teaching Awards, Outstanding Doctoral Dissertation Awards, Center for Professional Development and Services, including Curriculum Audit, and District Projects.
- set the association's allocation for district projects in 2003-04 at \$37,500 based on a formula.
- endorsed the work of staff regarding the November 20-23 PDK Conference scheduled for St. Louis, setting a goal of 500 participants and endorsing the concept that the conference be revenue generating.
- asked staff to strive to maximize PDK's partnership with the Wal-Mart Foundation with regard to the St. Louis Conference.
- accepted Sandee Crowther's offer to work with staff in developing an effective host committee for St. Louis drawing upon chapter leaders and members.
- approved a theme for the St. Louis Conference – Leave No School Behind.
- adopted three strands as central to the St. Louis Conference: (1) Building Relationships That Make Schools Work, (2) Leadership and Accountability as a Cohesive Goal, and (3) Standards and Responsive Curriculum and Instruction.
- approved the concept of PDK holding an annual international conference.
- set the site and date of the 2004 PDK International Conference at the Rivera Hotel in Las Vegas, October 21-24, 2004.

ACTIONS RELATED TO ADVOCACY

- received the report from the board/staff committee on advocacy.
- commended the Center on Education Policy for its work to provide a balanced understanding of the implications of high stakes testing and the new federal legislation – *No Child Left Behind*.
- received a report from Lowell C. Rose on the 35th edition of the Phi Delta Kappa/Gallup Poll on the Public's Attitudes Toward the Public Schools.
- received a report on the presentations made on the PDK/Gallup Poll.
- received a report on the CAPE/Lilly initiative.

ACTIONS RELATED TO FINANCE

- asked staff by the board's summer meeting to create budget lines for each region based on the \$127,000 allocated for district operations, and to provide guidelines related to how such funds may be expended.
- authorized the \$150,000 allocation for the 4th Legislative Council to be used as advance money for the St. Louis Conference with the understanding that the conference will be self-sustaining.
- heard from the executive director and business manager regarding the serious financial challenges PDK will face in 2004-05.
- accepted the recommendations made by the executive director regarding cost containment for the winter DR/AC meetings.
- received the staff's report regarding rental agreements of space at the International Office.
- received the financial report relative to the CAPE/Lilly Grant.
- received the mid-term report on the 2002-03 Annual Fund for the Phi Delta Kappa Educational Foundation.
- received the report of the foundation's development officer.
- received the report of Donna Buckley, Senior Vice President with Huntington in Columbus, Ohio, regarding the Gabbard Estate.
- received the report from the executive director relative to personnel changes at the International Office, including the eminent retirement of Pauline Gough, who is currently on medical leave.
- received an update from the executive director on the litigation brought by Margaret Stevens, minority stockholder in All Ways Travel, against Phi Delta Kappa International, George Kersey, Jr., and Gary Lettelleir.
- accepted the staff recommendation to appoint BKD to conduct the association's annual audit for the next three years.
- ratified earlier action to set the board's contribution to the staff's medical/life insurance program at \$456,059 for 2003-04.
- accepted the executive director's salary recommendations for hourly employees.
- accepted the executive director's salary recommendations for mid-level and senior/professional level staff.
- escrowed funds for the executive director's salary increase in 2003-04 pending receipt of the quarterly progress reports.
- directed the executive director and other staff members to use staff development sessions to build understanding among staff of the new *Constitution and Bylaws* and the strategic plan, to develop a view of job responsibilities as complimentary to the strategic plan and the new governance document, and to solicit staff's creative suggestions to fit the association's new direction.
- asked staff to undertake a review of job descriptions and personnel policies and to revise with an interim report due July 2003 and a target date for completion of January 2004.
- asked the president to appoint a board policy committee.

ACTIONS RELATED TO GOVERNANCE

- accepted as official the results on the restatement of the *Constitution and Bylaws* of Phi Delta Kappa International as 464 YES and 65 NO and declared the proposed and restated *Constitution and Bylaws* accepted.
- identified the dates for implementing a number of provisions in the new *Constitution and Bylaws* and agreed that the executive director and president would determine the date(s) for implementation not specifically identified unless the president and executive director conclude the board needs to decide the matter.
- accepted the executive director's plan for conducting the election of the next president-elect by the good-standing members with the following stipulations: order as to placement on the ballot of the three finalists to be determined by lottery, that one ballot be mailed to all good-standing members as of April 30, 2003, and that ballots be returned within 60 days to the International Office.
- agreed that the International Staff will develop a new template for chapter bylaws available upon request, consistent with PDK's new *Constitution and Bylaws*, and the template will be available in a variety of formats.
- agreed that chapters will submit their bylaws to the International Office for review and only provisions relative to membership and chapter officers will be reviewed; the International Office will maintain the file of chapter bylaws.
- received a report from the executive director regarding new club activity and noted the establishment of three new chapters: Mid-Carolina, South Carolina; Barry University, Florida; and John B. Lacson Colleges Foundation, Philippines.
- received a report listing the chapters scheduled for 21-24 month reviews and the chapters scheduled for 9-12 month reviews.
- received a listing of chapters that are having dues withheld because of the chapter's failure to file the annual report(s) and/or officers' list(s).
- decided to add to the withholding list any chapter that had not filed a current officers' list by May 1, 2003.
- reviewed the names of the 185 chapters that failed to hold initiations in 2001-02 and noted those on the roster that had conducted an initiation during 2002-03.
- accepted the charter surrendered by the Beaumont Texas Chapter (#1108), acknowledged the receipt of the chapter's revenue, and transferred the chapter's members to the direct membership category.
- received a report on the nine district conferences held in fall 2002.
- accepted the report indicating the sites of the winter meetings of district representatives with their respective area coordinators complied with board policy for full travel reimbursement.
- delayed the publishing of the chapter resource guide until June, invited input from members, and agreed to distribute the guides as officer reports are received.
- urged district representatives to participate in area leadership conferences.
- received a comprehensive report from the recent meeting of the Educational Foundation's Board of Governors.
- changed the dates for the summer meeting of the board to July 24-27, 2003.
- tentatively set the dates of the winter meeting of the board as January 22-25, 2004.

ACTIONS RELATED TO MARKETING

- accepted the report from the staff marketing committee.
- allocated \$20,000 from the PDK general fund for the balance of 2002-03 for marketing, thus matching the Educational Foundation's grant for the marketing initiative.
- received a report from Donovan Walling on the development of "The Educator's Creed," developed by him and with graphic designer Victoria Voelker.
- accepted The Educator's Creed and urged its dissemination as part of PDK's marketing thrust.
- received a report from staff detailing PDK's exhibit plans at national education conferences.
- received the staff report on the enhancement of the PDK website, permitting secure transactions.
- agreed to continue PDK's partnership with the Wal-Mart Foundation with reference to the Teacher of the Year recognition program.

ACTIONS RELATED TO MEMBERSHIP

- accepted a report from the board/staff committee containing several recommendations.
- asked staff to bring a plan to the summer meeting for a communications vehicle in the form of a newsletter to be mailed to all members. The plan should include information about electronic options and bundle mailing. Funding sources should also be recommended.
- reviewed membership statistics as of December 31, 2002, indicating 83,477 good standing members compared to 89,588 one year earlier.
- received information from Billie Spellman regarding the Pi Lambda Theta joint project with PDK and an update on the Kappan Core.
- discussed the Rev Up Recruitment marketing initiative and reviewed the list of current award recipients.

ACTIONS RELATED TO TECHNOLOGY

- heard from Ron Burmood, the chair of the board/staff technology committee regarding the need for a full-time webmaster, the need to replace the iSeries, and the need for an external server.
- received the report from the manager for information technology.
- noted the installation of a new telephone system at the International Office.

CLOSING ACTIVITIES

- agreed on a conference call for April 14, 2003, at 10:00 a.m. Central Daylight Savings Time.
- identified the need to appoint three committees: region reapportionment (to include a representative of the Governance Committee); review/revise strategic plan; and board policies.
- expressed pleasure with the ratification of the governance document and confidence regarding the St. Louis Conference.
- offered accolades to the president, staff, and David Labuhn.