

Foundation Representative

CHAPTER OFFICER GUIDE

CONGRATULATIONS!

Welcome to PDK leadership.

Our Mission

To grow and connect
leaders in education

Our Vision

The experts in cultivating
great educators for
tomorrow and ensuring
high-quality education
for today

As a PDK chapter officer, you have the power to help shape the future of education. Working together, PDK members can solve education's most pressing challenges.

This guide is intended to aid you in leading a vibrant, influential PDK chapter that will further the PDK mission and bring our collective vision to fruition. The leadership you provide is crucial to the success of your chapter and the success of PDK — success that will ultimately assure that all students have equal access to a high-quality education.

We don't want to burden you with administrative duties and paperwork requirements. Rather, we want to support you in accomplishing activities that are directly related to the PDK mission, vision, and goals. We encourage you to select activities that your leadership team finds meaningful and within your capacity to accomplish. Smaller chapters may elect to choose only one or two activities to accomplish this year, while larger chapters may have the capacity to accomplish several. Whatever you choose, we are here to lend support to your efforts.

Please visit www.pdkintl.org for additional resources during your tenure as foundation representative.

Thank you for your leadership.

PDK International Staff and Board

The Professional
Association in
Education

PDK
International

PDK—Growing and connecting leaders in education.

Foundation Representative

As the foundation representative, you are the chapter spokesperson for the PDK Educational Foundation. Thanks to chapter fundraising efforts, the foundation has served to enhance education through its activities and programs since 1978. Your role is to be the foundation's head cheerleader and fundraising coordinator for your chapter.

Frequently Asked Questions

What does the Educational Foundation do?

The Educational Foundation supports the mission, vision, and goals of the association. It cultivates and supports the next generation of educators by providing scholarships, developing Future Educators Association® (FEA) chapters, and supporting the Emerging Leaders program. Finally, the foundation recognizes and celebrates the contributions of members by creating endowed scholarship opportunities and an annual recognition program for chapters.

How can our chapter support the Educational Foundation?

Your chapter can support the foundation by:

- Encouraging members to participate in the annual fund campaign.
- Promoting its programs and activities in the chapter newsletter.
- Providing information at chapter events and in the local news.

Consider contacting members personally by using print pieces or email to ask them to make gifts to the annual fund campaign. Member addresses and emails may be accessed by logging in to www.pdkintl.org and accessing "Live Member Data."

When does the annual fund campaign occur?

The campaign begins July 1 and concludes June 30. Members receive an annual fund letter each fall, but you can use the ideas above to encourage members to increase their contributions, or to give at any time.

How are member donations to the PDK Foundation recognized?

All donations over \$25 receive a thank you letter from the CEO and are listed in the PDK Educational Foundation Annual Report. Members can check their member profile online under the contributions history section to see a history of their past contributions.

Are donations made directly to the chapter tax deductible?

In most cases, donations made directly to the chapter are not tax deductible. However, donations made to the PDK Foundation are tax deductible. It is recommended that members and chapters make donations directly to the PDK Foundation. Contact the international office for details on how to make a donation.

How can individual members and chapters start an endowed scholarship fund?

Individual members and chapters can establish an endowed scholarship fund

by making a contribution of as little as \$167 per month for five years. This is a great way for individual members and chapters to create an important legacy at PDK. Chapter scholarship committees may select scholarship recipients from among their local applicants. For more information about endowments with the PDK Educational Foundation, contact memberservices@pdkintl.org.

How does PDK keep chapter leaders connected to the latest information?

You will receive the monthly *Leadership Link* e-newsletter. Additionally, you can find more important resources at www.pdkintl.org under "Chapters" in the main menu.

If I have questions, to whom do I turn for assistance?

Leaders at all levels and staff at the international office are always willing to provide assistance. You may call 800-766-1156 or email memberservices@pdkintl.org with any questions. If chapter officer contact information would be helpful to you, log in to www.pdkintl.org to access "Live Member Data."