



## Glossary of KDP Terms and Acronyms

**30-, 60-, 90-, 120-day letters:** During the first months of KDP membership, members receive brief emails each month to learn about all the benefits, services, and resources available to them. Members should look for their arrival during the first week of each month.

**AA (Association Anywhere):** The database used at headquarters to track information about chapters and members.

**ACE (Achieving Chapter Excellence) Award:** Established in 1995, the Achieving Chapter Excellence Award (ACE) recognizes Kappa Delta Pi chapters that exhibit outstanding programming in support of the Society's mission and strategic goals.

**Active/Inactive Membership:** To be considered an active member of Kappa Delta Pi, an individual must pay their society dues (\$45.00) annually. An inactive member is one who has allowed their membership dues to lapse.

**Annual Financial Report:** Due to headquarters by August 1<sup>st</sup> of each year by every active chapter. Compiled by treasurer. Provides a snapshot to headquarters and the IRS of a chapter's financial activity for the fiscal year running July 1 – June 30.

**Bylaws (Society):** The governing laws of the society.

**Chapter Bylaws:** Chapters are asked to create bylaws for their individual chapter and send them to headquarters for approval every other year. Bylaws include chapter-specific information such as requirements for membership, local annual dues, and operating procedures/structure.

**Chapter Challenge:** Chapters are challenged to donate at least \$150.00 to KDP. There are special rewards and incentives for participating, outlined at <http://www.kdp.org/educationalfoundation/chapterchallenge.php>.

### **Chapter Dues (see Local Annual Dues)**

**Chapter Planning Tool:** Due October 1<sup>st</sup>, each year. Compiled by chapter officers. Submitted by the Vice President. Provides headquarters with a chapter's plans set out for the year, assists headquarters in assisting each chapter based on their plans, and provides ideas and suggestions for other chapters.

**Charter:** Each chapter receives a framed charter at the time of installation, recognizing them as an official chapter. The charter is signed by the current Executive Council and Executive Director.

**Charter Installation:** The ceremony to mark the official start of a new chapter; also time to induct charter members into a new chapter.

**Charter Member:** Members that join their chapter at the installation of that chapter.



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**Classroom Teacher Grants:** Grants available for K–12 educators to fund innovative classroom projects such as a field trip to the local community theater, school reading center, or much-needed classroom supplies. Grant recipients range from veteran teachers with decades of classroom experience to educators in their first semester as a teacher. These grants are available thanks to a five-year underwriting commitment from Dr. Judith F. Evans and Mr. Ralph M. Evans.

**Convocation (Convo):** Kappa Delta Pi's Biennial conference, generally held the last weekend of October or first weekend of November. A wonderful professional development opportunity for education students, faculty, administrators, and classroom teachers.

**Counselor:** The faculty advisor that assists student officers of collegiate chapters; serves as the primary contact for the chapter regarding information and updates from Headquarters.

**Delegate:** Each active chapter shall elect one voting delegate for the biennial business meeting and may elect one or more nonvoting delegates who may serve as alternates. All delegates and alternates must be active members of the chapter they represent.

**e-Postcard (or IRS e-Postcard or Form 990-N):** A short form required to be filed to IRS by November 1<sup>st</sup> each year. The RCCs file e-Postcards on behalf of the chapters.

***The Educational Forum:*** a peer-reviewed journal published quarterly to provide thought-provoking, challenging essays, research reports, and featured works designed to stimulate dialogue in education on a worldwide scale.

**Education for Sustainability:** Education for Sustainable Development is a vision of education that seeks to balance human and economic well-being with cultural traditions and respect for natural resources. As defined by UNESCO, Education for Sustainable Development aims to help people develop attitudes, skills, perspectives, and knowledge to make informed decisions and act upon them for the benefit of themselves and others, now and in the future.

**Educational Foundation:** The Society's Educational Foundation was a 501(c)3 organization that supports the scholarships, grants, and professional development programs that make Kappa Delta Pi, International Honor Society in Education, an educational leader. As of July 1, 2014, the Foundation and the Society were consolidated, and the KDP Educational Foundation no longer exists.

**Eleanor Roosevelt Chapter:** This honorary chapter was started at the 2011 Convocation to honor men and women who have made significant and longtime contributions of service to KDP and demonstrated a commitment to its ideals and excellence in education. The inaugural members were announced and recognized at the 2013 Convocation.

**Essential Guide for New Members:** The member benefits booklet—recently redesigned—especially for the KDP chapters.



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**Executive Committee:** Officers at the chapter level. For the Executive Council, the Executive Committee consists of the President, President-elect, and Past President.

**Executive Council:** The members of Kappa Delta Pi's National council include 7 members: President, Past President, President elect, two Vice-Presidents, Professional Representative, Member-at-Large, Laureate Member, and Student Representative. Kappa Delta Pi members can apply to represent KDP on the executive council each biennium.

**Fiscal Year:** KDP's financial year – July 1<sup>st</sup> through June 30<sup>th</sup> each year.

**Honorary Member:** a membership in KDP, paid for by the chapter on behalf of the member; a record of distinguished service in the cause of education for an individual not eligible for membership in another category or who holds a degree in education. Chapters may elect no more than two honorary members during any year.

**HQ (Headquarters):** Located in Indianapolis, Indiana. Staffed by professionals in six departments: Executive, Publications, Administration, Advancement, Marketing & Communications, and Membership & Chapter Services.

**Induction/Initiation:** The ceremony held to induct/initiate new members into the chapter (and the society).

**Initiation Report:** Required form to be sent to headquarters indicating date, time, and location of ceremony as well as number of new initiates. A copy of their program will also be uploaded.

### Installation (see Charter Installation)

**Job Search Academy:** An ongoing career readiness series that helps members plan for the job search and land the perfect teaching position. Events—like webinars, résumé reviews, videos, and online chats—are offered monthly. Members are also granted access to the Job Search Academy Community in our online community KDP Global, where they can discuss the process and offer tips and advice. We often feature HR directors and experts to help answer questions.

**KDP Global:** An online community ([my.kdp.org](http://my.kdp.org)) where you, and nearly 40,000 KDP members just like you, can connect to ask and answer questions, post resources, and share stories about your experiences inside and outside of the classroom. Join specific KDP Global communities, like the Job Search Academy and New Teacher Community, to connect with like-minded educators with information specific to your needs.

**KDP News:** *What's new at KDP? What benefits and discounts does your membership bring? When is Convocation? How do you find and connect with other members? What is on sale in the KDP Store? How is KDP involved in the world of education? Look to your KDP News e-newsletter for all that is KDP, including links to networking sites and online resources. Watch your Inbox for KDP News' mid-month arrival and browse the headlines for KDP news you need.*



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**KDP Store:** [www.kdpstore.org](http://www.kdpstore.org) houses all KDP's chapter supplies, apparel, publications, merchandise, and more. Essential chapter initiation supplies should be ordered through the store.

**Laureate/Laureate Chapter:** The Honorary Laureate Chapter was established in February 1924 to honor men and women who had made outstanding contributions to the development of professional education. John Dewey was the first nominee. Since 1924, 293 eminent educators have been named to Kappa Delta Pi's Laureate Chapter. Albert Einstein, Margaret Mead, Eleanor Roosevelt, Jean Piaget, and George Washington Carver were all Laureates in earlier times. The KDP Laureate Chapter includes 60 living educators.

**The Leader:** As a chapter officer or counselor, you can look to *The Leader* for KDP updates, tips, and ideas, as well as resources to help you develop, maintain, and grow your chapter and enrich each member's chapter experience. Look for 5 e-newsletters in the fall semester and 5 more in the spring!

**Liaison Chapter:** Institutions that do not have an active chapter on campus—but do have eligible students for membership—can have a representative send us a list of potential members for us to reach out to, recognize their accomplishments, and share with them the benefits of membership.

**Literacy Alive! (LA):** Literacy Alive! is a national initiative to encourage lifelong learning through literacy. This initiative encompasses various programs, from basic book drives to a semester-long partnership with a school, to strengthen reading skills and enrich lives. Each spring, KDP supports chapter programs that bring literacy to life through special refunding grants.

**Local Annual Dues:** Dues charged by a chapter per member to cover chapter expenses. Local dues cannot exceed \$45.00.

**Membership Certificate:** Each new initiate/inductee should receive this certificate, ordered from [www.kdpstore.org](http://www.kdpstore.org). This commemorates their membership in Kappa Delta Pi.

**MyKDP:** A members-only area of the KDP website, where counselors can enter officers and update other chapter information. A member's username and password is created by the member. This can be re-set to default any time inside MyKDP or by requesting a change with a HQ staff member.

**NCO (New Counselor Orientation):** Each new counselor is provided with this hour-long training session to acquaint the counselor with all information necessary to run a successful chapter.

**New Teacher Advocate (NTA):** A partner for success to beginning educators. Through the stories, practice-oriented articles, resource connections, and expert advice from educators at all levels, the pages of this Kappa Delta Pi quarterly publication inform, encourage, and inspire new teachers.



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**Officer Report:** After an officer election, this report is due within two weeks. Officers are entered via the members-only web portal and provide Headquarters with information to assist each chapter and send officer-specific information to the correct officer.

**Officer Training Webinar:** Officer training videos available through the KDP website.

**One-time Initiation Fee:** A chapter can choose to charge new members a one-time fee to help cover the cost of the initiation ceremony and other items. Chapters can charge this fee in lieu of local annual dues.

**Professional/Alumni Chapter:** Professional chapters are geographically based groups that offer members the chance to stay active in Society life by participating in various personal and professional development and service activities. Professional/alumni chapters bring together educators in the same area to network with other professionals, to obtain best teaching practices, or to assist in pursuing higher educational professional development or degrees.

**Rebate:** After the first year of membership, headquarters collects a member's society and local chapter dues. The dues collected are sent to the chapter in the form of a "rebate" check twice per year. A chapter must have filed their Annual Financial Report in order to receive this check, and it must be deposited within 90 days of the check date and will only be re-issued within one year of the original check date.

**The Record:** The *Kappa Delta Pi Record*, published quarterly, presents practical articles on compelling topics and issues important to practicing educators who teach at all levels and in a wide range of disciplines in classrooms and other educational settings. By providing the best teaching strategies, ideas, and examples of applied theory, concepts, and practice, the *Record* encourages and promotes professional growth in the field of education.

**Region:** Each chapter is a part of a specific region based on location and number of chapters in the area. The regions are: Northeast, Southeast, Midwest, West, Community Colleges, Online Institutions, and Professional/Alumni Chapters.

**Semester Celebration(s):** This report replaces the Year-End Summary Report that was previously due June 1<sup>st</sup> of each year. The Celebrations are reflective reports submitted by the President at the end of each semester—fall and spring.

**Society Creed:** This certificate outlines the Society's ideals with a location for the signature of the chapter counselor and president. It is generally presented to a new member with the Membership Certificate. Available for order from [www.kdpstore.org](http://www.kdpstore.org) for \$0.40 each or in a packet with the Certificate and *Essential Guide for New Members*.

**Society Dues:** Dues paid to be an active member of the Kappa Delta Pi national society. Regular Membership dues are \$45.00 per year, or \$80.00 for a two-year membership. Please see <http://www.kdp.org/aboutmembership/joinkdp.php> for other membership types and more information.



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**Sustainable Chapter Model:** Our chapter models have gone away (Initiation-Only, Standard, & Advanced), and we will be expecting the same membership experience from each of our chapters. This new model will provide chapters with the opportunity for growth in three areas: recognition, connectedness (community), and member development.

**Webinars:** KDP webinars are a huge member benefit, as they offer live content delivery and sharing for our members on timely topics affecting education.

### Other Acronyms

**ATE:** Association of Teacher Education

**AACTE:** American Association of Colleges with Teacher Education

**NCATE:** National Credentialing Association of Teacher Education

**AERA:** American Education Research Association

**ASAE:** American Society of Association Executives

**COE/SOE:** College/School of Education

**NACCTEP:** National Association of Community Colleges with Teacher Education Programs

**NNSTOY:** National Network of State Teachers of the Year (KDP Affiliate Chapter)

**USTESD:** US Teachers for Education for Sustainable Development Network (KDP Affiliate Chapter)