

Jots from Jeni

Secretary Newsletter

June 2009 Edition I

*Meet the
District
Secretary*



Hello everyone! My name is Jeni Prater. I'm so excited to be serving as your 2009-2010 District Secretary. Before being appointed to the district staff, I was the president-elect of my club, and I have served as secretary of my club both my sophomore and junior years. Therefore, I definitely know all the work being club secretary entails, and I am willing to help you anyway I can. In the fall, I will be a senior at MacArthur High School in Lawton, Oklahoma, and besides Key Club, I am involved in varsity choir, National Honor Society, FCA, academic team, and student council. I also spend my time with my friends and younger sisters, going to the zoo to see elephants, and now, grading Key Club reports. :] Now that you know a little about me, I would love to get to know everyone better! Feel free to add me on Facebook or send me an email anytime.

"The best way to find yourself is to lose yourself in the service of others."

- Gandhi

MY GOALS FOR THIS YEAR:

- ❖ Keeping service as the primary motivation behind being a district staff member
- ❖ Increasing reporting
- ❖ Listening to ideas from everyone
- ❖ Helping the T-O District Board as well as club secretaries in anyway possible.
- ❖ Increasing communication between the club secretaries and myself to answer questions about reporting
- ❖ Increasing communication with the lieutenant governors and myself to bridge the gap between the district staff and individual clubs

Updates

Email or Paper Copy?

If email is not an efficient manner of communication for you, please inform me so that I can mail paper copies of report cards and newsletters to you.

Because I was appointed after April reports were sent, there has been some difficulty getting them so that they can be graded. I have contacted all of the lieutenant governors to send another copy and I have gotten several in the past week or so, but I wanted to inform the club secretaries of this problem as well. I definitely do not want any clubs losing points! Because of this issue, I will be giving all clubs points for an on-time report. I'm sorry for any inconvenience. The following is a list of clubs I have received April reports from and do not need another copy (Divisions are in parenthesis):

North Crowley HS (1S)

Paschal HS (1S)

Garland HS (2)

Terrell HS (2)

Cypress Falls HS (3N)

Cypress Woods HS (3N)

Cypress Ranch HS (3N)

Dulles HS (3S)

New Braunfels HS (5E)

Samuel Clemons HS (5E)

Klein Collins HS (9E)

Bryan HS (9W)

A&M Consolidated HS (9W)

Monsignor Kelly Catholic HS (10)

West Brook HS (10)

LCM HS (10)

Los Fresnos HS (11)

Central HS (12)

Early HS (12)

Brownwood HS (12)

Nacogdoches HS (14)

Booker T. Washington HS (15N)

MacArthur HS (18)

Putnam City North HS (19)

Wetumka HS (21)

Lampasas HS (23)

NYOS HS (24)

Jarell HS (24N)

Sperry HS (25N)

Jenks HS (25W)

Christian Education Alliance
(25W)

Bullard HS (26)

Ross Sterling HS (28)

Goose Creek Memorial HS (28)

Randall HS (33)

Canyon HS (33)

Lindale HS (34)

Clyde HS (35)

Mineral Wells HS (36)

Luling HS (38)

Martin HS (39N)

Carl Albert HS (40)

You are all doing an amazing job in your positions as secretaries thus far. I have definitely been impressed with your reports. However, I do encourage all of you to not forget your primary job as Key Clubbers: to serve your home, school, and community. Keep up the good work, but definitely take time to enjoy your summer as well!

June Task of the Month

Write a paragraph describing how your club maintains communication throughout the summer months as well as project ideas to complete over the summer. These will be shared in my July secretary newsletter.



Received May Reports

Paschal HS (1S)
North Crowley HS (1S)
Terrell HS (2)
Garland (2)
Cypress Ranch (3N)
Cypress Falls (3N)
Cypress Woods (3N)
Kingwood Park HS (3E)
Samuel Clemons HS (5)
Klein Collins HS (9E)
Bryan HS (9W)
A&M Consolidated HS (9W)
LCM HS (10)
Monsignor Kelly HS (10)
West Brook HS (10)
Los Fresnos HS (11)
Early HS (12)
Central HS (12)
Brownwood HS (12)
DeKalb HS (13)
Nacogdoches HS (14)
Booker T. Washington (15N)
MacArthur HS (18)
Eisenhower HS (18)
Davis HS (20)
Wetumka HS (21)
Lampasas HS (23)
Jarrell HS (24N)
NYOS HS (24S)
Sperry HS (25N)
Christian Education Alliance (25W)
Jenks HS (25W)
Miami HS (25E)
Bullard HS (26)
Goose Creek Memorial HS (28)
Ross Sterling HS (28)
Mount St. Mary HS (30)
Canyon HS (33)
Randall HS (33)
Clyde HS (35)
Luling HS (38)
Martin HS (39N)

Tips for Secretaries

ENVELOPES AND TASK

Remember to decorate your envelope (preferably not just with stickers) and complete the task of the month for additional points.

SIGN-UP SHEETS!

Remember to attach sign-in sheets for meetings or activities with 100% attendance. However, if there is not 100% attendance, it is not necessary to attach them.

TOTALS!

Please do not write in the totals sections on the main and activity report sheets. Those sections are for me to write in the amount of points earned.

REQUESTED MEMBERS

If only a certain number of people are needed at a project, you can attach proof to receive more points.

Thank you for all your hard work and please never hesitate to contact with questions. Enjoy your summer!

Yours in service,

Jeni Prater

Jeni Prater
District Secretary
1432 NE Independence Ave.
Lawton, OK 73507
Cell: 580-704-7885
jenijabberwocky@yahoo.com