



Prince Hall Grand Chapter Order of the Easter Star
Jurisdiction of Georgia
2008-2009 Scrapbook Guidelines



The scrapbooks highlight and illustrate the important and memorable district and chapter events that “*Strategize THE STAR through the Synergy of Service to Education, Wellness, and Volunteerism.*” The books begin with the close of one Grand Session and continue until the next Grand Session.

The scrapbook structure must be a three ring binder not larger than 18” x 20”
The **COVER** must have the District name and number.
The book must open and close easily, and the pages must turn easily.

The **TITLE PAGE** is the first sheet inside the front cover.
It must begin with the District name and number.
It must include the Chapter names, numbers, and cities.

The **TABLE of CONTENTS PAGE** is the second sheet, and it must include page numbers for the sections and components of the content specified below.

The **ORGANIZATION** of the content is very important.

Part One = “DISTRICT HIGHLIGHTS” has **3 components**:

1. Community Involvement
2. Education and Youth Activities
3. Standard and Special Events

Part Two = “CHAPTER HIGHLIGHTS” has a separate section for each chapter arranged numerically by chapter numbers.

Each chapter will have 3 components:

1. Community Involvement
2. Education and Youth Activities
3. Standard and Special Events

Each component must be in **CHRONOLOGICAL** order, and each one will be scored individually. Districts will not be penalized for only one missing chapter in their book.

The **DOCUMENTATION** for each picture, article, or entry must have the chapter (or district) name, and an adequate description that includes a specific date (month/day#/year).
The front and the back of each sheet counts as two pages.

The **SCORING** criteria will include these factors:

The Cover must be attractive, creative, durable, easy storable with easy-turn pages.

The Content sections must have a variety of projects in chronological order with appropriate documentation.

The Quality is determined by creativity, organization, attractiveness, and book cover.

PENALTIES will be applied for inadequate cover, title page, or timeline (dates) for materials, and minor documentation errors.

DISQUALIFICATION of the book will occur for major incompleteness, consistent or serious errors with the table of content, organization, documentation, or chronological order.

2008-2009 Scrapbook Additional Information and Instructions



This year we are “Committed to Service” as we strategize THE STAR through education, wellness, and volunteerism.

Each project or program must appear only once in the book. For example, Chapter A plans a program and includes members from Chapters B, C, and D. The invited program participants and other members from visiting Chapters attend. Chapter A is the only chapter that will include this program in the scrapbook.

Events that are sponsored by the District must appear in the District section only.

Scores are primarily based on the number and variety of illustrated projects.

To conserve space, give selected highlights. A few photos appropriately presented can earn a point for the activity; ten or twelve pictures (of the same thing) may not be necessary. Do not use more than two pages for each project or activity.

If the District or Chapters choose to have pictures to introduce officers or members, use no more than two pages per district or chapter. No points will be earned for this entry.

Focus on volunteerism, wellness, education, and youth projects that you sponsor; not on meetings or events planned by others (except the Grand Chapter.) It is acceptable to “co-sponsor” an event with another chapter or community group. Please do not include the youth chapter portfolio. They should have their own scrapbook and participate in the Grand Eastern Star Youth Session.

Regardless of the special award, this annual scrapbook project provides a wonderful opportunity to evaluate, celebrate, and share the accomplishments of each district. It is a visual testimony of performance and service.

Love and Blessings,

The Scrapbook Committee

2008-2009 Scrapbook Content and Scoring Chart



This rubric is designed to explain and inspire detailed preparations for award-winning scrapbooks, simplify the scoring process, and promote equity. Districts and Chapters will each highlight (1) community involvement, (2) youth and educational activities, and (3) standard and special events through their *“Commitment to Service.”* The overall quality and the book cover will be scored.

	COMMUNITY SERVICE AND VOLUNTEERISM	EDUCATION AND YOUTH ACTIVITIES	STANDARD AND SPECIAL EVENTS	OVERALL QUALITY
SAMPLE PROJECTS	<u>Health, Wellness, Crisis Management, Benevolence, Volunteerism (EXAMPLES):</u> Health Fair, Disaster Victims, N.A.A.C.P., United Negro College Fund, Nursing Homes, Mental Retardation, Families in Need, AIDS, Senior Citizens, Health Facilities/ Hospitals, and Charities: Red Cross, Sickle Cell, Cancer, Heart, Blood Drive, & Others.	<u>Academic, Social, and Recreational Programs Sponsored by Adult OES for Youth or Youth Chapters (EXAMPLES):</u> Scholarships, Mentoring, Tutoring, Girl and Boy Scouts, Back to School Activities, Big Brother & Big Sister, Talent Show, Debutante Ball, Field Trip, Little Leagues and other Sports, Children Hospitals, and Many More.	<u>Ceremonies, Celebrations, Instruction (EXAMPLES):</u> Degrees, Initiations, Burials, Memorials, Banquets, Workshops, Anniversaries, Candlelight Services, School of Instruction, Etc.	<u>Creativity and Book Cover (QUALITIES):</u> Attractiveness, Presentation, Clearness of Pictures, Uniqueness.

SMALLER DISTRICTS		7 CHAPTERS OR LESS = 200 HIGHEST BOOK SCORE						
		COMMUNITY INVOLVEMENT		EDUCATION AND YOUTH		STANDARD & SPECIAL		OVERALL
DISTRICT POINTS	# Projects	Points	# Projects	Points	# Projects	Points	↓	
	1, 2	4, 8	1, 2	4, 8	1, 2	4, 8		
	3, 4	12, 16	3, 4	12, 16	3, 4	12, 16		
	5 or more	20	5 or more	20	5 or more	20		
CHAPTER POINTS	# Projects	Points	# Projects	Points	# Projects	Points	↓	
	1, 2, 3	5, 10, 15	1, 2, 3	4, 8, 12	1, 2, 3	3, 6, 9		
	4, 5, 6	20, 25, 30	4, 5, 6	16, 20, 24	4, 5, 6	12, 15, 18		
	7, 8, 9, 10+	35, 40, 45, 50	7, 8, 9, 10+	28, 32, 36, 40	7, 8, 9, 10+	21, 24, 27, 30		
TOTAL SCORES	(70)		(60)		(50)		(20)	

LARGER DISTRICTS		8 CHAPTERS OR MORE = 350 HIGHEST BOOK SCORE						
		COMMUNITY INVOLVEMENT		EDUCATION & YOUTH		STANDARD & SPECIAL		OVERALL
DISTRICT POINTS	# Projects	Points	# Projects	Points	# Projects	Points	↓	
	1, 2, 3	4, 8, 12	1, 2, 3	4, 8, 12	1, 2, 3	4, 8, 12		
	4, 5, 6	16, 20, 24	4, 5, 6	16, 20, 24	4, 5, 6	16, 20, 24		
	7 or more	30	7 or more	30	7 or more	30		
CHAPTER POINTS	# Projects	Points	# Projects	Points	# Projects	Points	↓	
	1, 2, 3, 4	4, 8, 12, 16	1, 2, 3, 4	4, 8, 12, 16	1, 2, 3, 4	4, 8, 12, 16		
	5, 6, 7, 8	20, 24, 28, 32	5, 6, 7, 8	20, 24, 28, 32	5, 6, 7, 8	20, 24, 28, 32		
	9, 10, 11, 12	36, 40, 44, 48	9, 10, 11, 12	36, 40, 44, 48	9, 10, 11, 12	36, 40, 44, 48		
	13, 14, 15, 16	52, 56, 60, 64	13, 14, 15, 16	52, 56, 60, 64	13, 14, 15	52, 56, 60		
	17, 18, 19, 20+	68, 72, 76, 80	17, 18, 19, 20+	68, 72, 76, 80	16 or more	65		
TOTAL SCORES	(110)		(110)		(95)		(35)	

2008-2009 Distinguished Service Award



An award will be given to the chapter that has excelled in achieving the programmatic emphasis of this year's Grand Chapter Theme with a focus on **“Committed to Service”**. The entries presented in Part Two of the scrapbook will be summarized.

To be eligible for this award, the chapters must prepare a typed-written report entitled **“Strategizing THE STAR through the Synergy of Service: Education, Wellness, and Volunteerism - Distinguished Service Award.”**

- In Part One, review how the chapter has focused on health and wellness for the sisterhood and the neighborhood.
- In Part Two, give the chapter's volunteerism in terms of community activeness, charities, support of sick and elderly, crisis management (not in Part 1) You may refer to an event that is not included in the scrapbook.
- In Part three, reveal the chapter's educational and youth projects. Do not give those experiences the youth chapter sponsored themselves.

The content of this report will briefly summarize what is in the scrapbook. One very significant or “first time” Chapter event could be mentioned in the introduction or conclusion. Some of the details may be listed in bullet or outline format. Do not include regular or annual programs, meetings, or District events.

This paper must be the last page in the scrapbook for the “participating” chapters. It must be numbered and listed on the Table of Contents

- It is only judged for the Distinguished Service Award.
- There are no points earned for the scrapbook,
- There are no penalties for not participating in the Distinguished Service Award.

Love and Blessings,

The Scrapbook Committee

