

Division

**2011-2012 Monthly Report Form**  
I-I District of Key Club International  
Also available at [www.ikeyclub.org](http://www.ikeyclub.org)

Total Membership

\_\_\_\_\_ High School Key Club – Report covers the month of \_\_\_\_\_ Year \_\_\_\_\_

Activities this month (50 points max.) (Thoroughly explain projects performed by club)	Members Involved	Total Man-Hours	Rating (1=bad, 5=good)
<b>Service Projects</b> (5 points/project: 30 max.)			
<b>Fundraising Projects</b> (5 points/project: 10 max.)			
<b>Kiwanis/Circle K Joint Projects</b> (5 points/project: 10 max)			

**Meetings circle one** (16 points max.)

# of meetings held 0 1 2 3 4 # of meetings attended by Faculty advisor 0 1 2 3 4

# of meeting attended by Kiwanis advisor 0 1 2 3 4 # of meetings by Key Club members 0 1 2 3 4

**Attendance circle one** (4 points max.) 0-25% 26-50% 51-75% 76-100%

Meeting Day \_\_\_\_\_ Meeting Times: \_\_\_\_\_

**Interclub Meeting** (5 points for meeting-must have at least four members present from each club present)

Interclub with \_\_\_\_\_ Key Club(s) Date \_\_\_\_\_ 20\_\_\_\_\_

**Speakers/Programs** (5 points for one per month) who or what? \_\_\_\_\_

Date \_\_\_\_\_ 20\_\_\_\_\_ Subject \_\_\_\_\_

**Club Officer Meetings** (5 points for one per moth)

Date \_\_\_\_\_ 20\_\_\_\_\_ # of officers present \_\_\_\_\_

Was Kiwanis advisor present? \_\_\_\_\_ Was Faculty advisor present? \_\_\_\_\_ # members present \_\_\_\_\_

**Public Relations** (10 points max; 5 points for newspaper coverage; 5 points for the following: an *Iollian* submission, newsletters, updated web pages, fliers, and any TV or radio coverage; **proof must be included with report form**)

Signature of Faculty advisor for verification \_\_\_\_\_

**Club Officer Standings**

Club Officer	Resources needs from District	E-mail or address where resources may be sent to? Comments? Concerns?

**Lieutenant Governor Contact**

Has your Lieutenant Governor contacted your club's President? \_\_\_\_\_

In what form? \_\_\_\_\_

Has your club's President contacted your Lieutenant Governor? \_\_\_\_\_

In what form? \_\_\_\_\_

Do you find this sufficient to your club's needs? \_\_\_\_\_

How successful has your Lieutenant Governor complete his/her job (rate from 1-5) \_\_\_\_\_

**Additional Comments/Improvements**

**Address where grade sheet should be sent to** \_\_\_\_\_

**Verification Signatures**

President \_\_\_\_\_

Secretary \_\_\_\_\_

Faculty Advisor \_\_\_\_\_

Secretary's E-mail \_\_\_\_\_

Kiwanis Advisor \_\_\_\_\_

<p><b>Mailing Instructions</b> Send Copies by the 10<sup>th</sup> to:</p>	<p><b>Natalie Walsh</b> 6611 Town Hall. Rd. Belleville, IL 62223</p>	<p><b>Bob Hall</b> 28 Candy Lane Murphysboro, IL 62966</p>	<p><b>Your Lt. Gov.</b></p>
<p><b>Also keep the original copy for your club files, and thank you for submitting!!</b></p>			