

FREA Reports Calendar

Date	Responsible	Report	Destination
January 20	Unit President	Renewals and new members turned in. Delegate Count January 31st	FREA Office
January 31	Unit President	Unit Certificate of Excellence*	FREA Office
February 10	Unit FREF Chair	Scholarship Submittal Deadline from Units	FREF District Trustee for District 1-5 or 6-10
February FREA Board Meeting	State Committee Chair	Unit Contact Progress report	President-Elect
	District Directors	Potential Leadership Candidates	State Director
		Oral Progress Report	Give at meeting
March 1	Unit Membership Chair	Membership Grant Proposals Accepted and Processed until March 1 st	FREA Office
March 15	Unit VS Chair	<ul style="list-style-type: none"> • Unit volunteer services reports • Volunteer of Year Nominee • 5th Grade Essay Deadline for units 	District VS Chair
March 31	Unit President	Certificate of Recognition <ul style="list-style-type: none"> • Per member contribution (\$2, \$3, \$5) • Honorarium or Memorial donation • FREF Unit chair 	FREA Office
April 1	District VS Chair	<ul style="list-style-type: none"> • Copy of each units' volunteer report • 1 5th Grade Essay selection • 1 VOY selection 	State VS Chair
	Unit President	IF any changes made to unit bylaws, send amended bylaws	FREA Office
		Annual Contact Info on Unit Officers and Meetings	
	Unit Membership Chair	With 4 you Get More	FREA Office
April 15	State Committee Chair	Annual Report	FREA Office
	District Directors		
	FREF Trustees		
June 10	All Board and Trustees	FREA and FREF Expense Reports due.	FREA Office
June 15	All FREA/FREF Officers/Trustees State and Unit	Deadline for FREA Handbook contact info changes	FREA Office
August Board Meeting	State Committee Chair	Unit Contact Progress report	President-Elect
	District Directors	Oral Progress Report	Give at meeting
August 31-September 30	FREF Trustees/Unit FREF Chairs	Scholarship Information to High Schools	All High Schools in District
September - October	District/Unit Volunteer Services Chair	<ul style="list-style-type: none"> • 5th Grade Essay Information to schools* • Practicing Educator Grant info to schools* 	All Grade Schools possible
*Voluntary		VS = Volunteer Services	