



Chapter Summary Report

Instructions: Please answer all questions to the best of your ability. Confirm all information with the appropriate officers and discuss the information to be provided with the Chapter Advisor and membership. The report should be filled out by the Secretary and President. This must be filed with NAFME by Friday, April 30, 2021 or it becomes delinquent after that date. Please return the completed form to Tri-M Program Manager – tri-m@nafme.org

School Name _____ Chapter Number _____

Chapter Mailing Address _____

Chapter Physical Address _____

Advisor E-mail _____ Advisor Phone _____

Report Prepared By _____ Date _____

Section I | Chapter Leadership

Please list the names of the officers who will be serving during the academic term. If unknown at this time, list the current officers.

Advisor _____

President _____ Grade _____

Vice President _____ Grade _____

Secretary _____ Grade _____

Treasurer _____ Grade _____

Historian _____ Grade _____

Other Officers _____

Date Elected _____

Section II | Membership Records

Please indicate the number of chapter members that are in each of the Year in School categories. Please indicate the total number of members in each of the performance groups this year. Only fill in "N/A" if that performance group does not exist at your school. If exact numbers are not available, please make your best guess.

Circle One >>> Junior Division or Senior Division

For statistical purposes, indicate how many students were in each applicable grade level:

6th _____ 7th _____ 8th _____ 9th _____ 10th _____ 11th _____ 12th _____

Indicate how many members were involved in each area of music:

Band _____	Choir _____	Orchestra _____	Jazz _____
Theory _____	General _____	Marching Band _____	Other (please specify)
Show Choir _____	Keyboard _____	Guitar _____	_____

How many members were new this year? _____

How many members were returning this year? _____

When did you hold your induction ceremony? _____

Did you induct any Honorary members this year? _____ If yes, who and how did you select them?

Section III | Chapter Activities/Operations

Describe how your chapter impacted your school and local community through service, social, and leadership activities during the 2019-2020 school year, including specific goals set/met by your chapter. Use three examples in the following format. Please attach additional pages to this report if necessary.

#1 Project Title: _____

1a: Planning. What steps did you take to ensure the success of your project?

1b: Execution. Describe the outcome and success of your project.

1c: Perform, Lead, Serve. Describe how this project made an impact in your school, community, and personal growth.

#2 Project Title: _____

2a: Planning. What steps did you take to ensure the success of your project?

2b: Execution. Describe the outcome and success of your project.

2c: Perform, Lead, Serve. Describe how this project made an impact in your school, community, and personal growth.

#3 Project Title: _____

3a: Planning. What steps did you take to ensure the success of your project?

3b: Execution. Describe the outcome and success of your project.

3c: Perform, Lead, Serve. Describe how this project made an impact in your school, community, and personal growth.

Section IV | Required Signatures

By signing below, you agree to follow the policies of Tri-M. You also acknowledge, and are aware of the chapter activities listed above and that you endorse those activities.

Chapter President _____ Date _____

Chapter Advisor _____ Date _____

This comprehensive annual report must be submitted to the National Headquarters by Friday, April 30, 2021.