

**MASONIC EDUCATION COMMITTEE
ACHIEVEMENT AWARD CRITERIA GUIDELINES FOR 2016**

1. LODGE SYSTEM OF MASONIC EDUCATION - 5 POINTS MAXIMUM MANDATORY.

Lodges are required to use the Lodge System of Masonic Education and the Mentors Manual as per Grand Lodge Regulation 37.18. The Eight Masonic Education Booklets in this series and a Masonic Etiquette Booklet are available from the Grand Secretary's office. Booklets GL-200 through GL-208). These booklets are the basis of Masonic Education for all candidates receiving the Three Symbolic Degrees of Freemasonry. They can also be used by the Particular Lodges for education of all the Brethren. If a Lodge has no candidates during the year, use of the Mentor's Manual as an educational tool during the year will qualify for the points in this section.

NOTE: Grand Lodge Regulations require that it be recorded in the Lodge minutes when a candidate has received the Masonic Education from the Mentors Manual and the Masonic Education Booklets for each degree.

2. ZONE CHAIRMAN MASONIC EDUCATION WORKSHOP - 5 POINTS FOR EACH OFFICER & 2.5 POINTS FOR EACH ADDITIONAL LODGE MEMBER ATTENDING WORKSHOP. 20 POINTS MANDATORY.

As a minimum the following must attend one Zone Masonic Education Workshop during the year: The WM, SW, and JW, plus the SD or JD of the Lodge. A proxy for one of the required officers may be used. That proxy must be any one of the other elected or appointed Officers of the Lodge. The Proxy will be allowed **ONLY** due to illness or unpreventable family or business requirements. All Officers and members of the Lodge are encouraged to attend and participate in this program. If Lodge Officers and members of the Lodge attend a workshop in another District, the home District Chairman must be notified of the date and the attendees. The attendance of the noted Officers above will be required to meet the 20 Mandatory Points.

3. MASONIC LEADERSHIP TRAINING COURSE – 5 POINTS FOR EACH DESIGNATED OFFICER ATTENDING 10 POINTS MANDATORY. 2.5 POINTS FOR EACH ADDITIONAL OFFICER ATTENDING AND 1 POINT FOR EACH ADDITIONAL MEMBER ATTENDING.

The Masonic Leadership Training Chairman, will hold two Masonic Leadership Training Courses. One shall be held prior to Grand Lodge and one after Grand Lodge. (Announce date, time and location) The **SW and JW must attend** one of these seminars for their Lodge to receive the points. The attending of the SW and JW will be required to meet the 10 Mandatory Points.

NOTE: The SD may be the proxy for one of the Wardens.

4. DISTRICT SCHOOL OF MASONIC EDUCATION. 1 POINT FOR EACH SCHOOL ATTENDED – 4 POINTS MINIMUM – MANDATORY.

At least one of the Lodge Officers shall attend a District School of Masonic Education. The WM, SW, JW, SD, JD, SS, JS, the Lodge Mentor or Lodge Chairman for Masonic Education. The Lodge should **not** schedule one particular Brother to attend all schools of Masonic Education unless this Brother is qualifying to become a Lodge Mentor or Lodge Chairman for Masonic Education. (1 Point for any other Brother attending)

5. GRAND LODGE COMMUNICATION 1 POINT FOR EACH OFFICER ATTENDING 1 POINT MINIMUM – MANDATORY.

Lodges must be represented by one of three Principal Officers of the Lodge (WM, SW, JW). Proxies are **not** permitted. A report of actions and activities during Grand Lodge Communication **must be given** at the next Stated Meeting of the Lodge.

6. MONTHLY MASONIC EDUCATION PROGRAM – 1 POINT FOR EACH MEETING – 5 POINTS MINIMUM – MANDATORY.

Hold a Masonic Education Program with the materials provided in the Lodge System of Masonic Education of the Grand Lodge of Florida. The material must be Masonic Education in nature and not ritual work. These monthly programs are to be given during the Stated Communications. You can also have open family/friends programs or fellowship functions with another Lodge, to promulgate Masonry and to the Non-Mason as well, such is "Bring a Friend Night", "Open Lodge to the Community". "Patriotic Days highlighting Masons", "Flag Presentation," etc... to mention a few. They should be recorded in the minutes.

7. APPOINTMENT OF LODGE MENTOR – 5 POINTS MANDATORY 2.5 POINTS FOR ADDITIONAL MENTORS

A Lodge Mentor is appointed to assist the Lodge with Masonic Education Program for Candidates. His duty is vital to the growth of the candidate in Masonry, and is in charge of mentoring the candidate as prescribed in the Lodge System of Masonic Education from the minute his petition is accepted thru his first anniversary.

8. APPOINTMENT OF LODGE MASONIC EDUCATION CHAIRMAN – 5 POINTS MANDATORY.

Masonic Education Chairman is appointed to assist the Lodge with Masonic Education. He is in charge of imparting knowledge to the members and Officers of the Lodge concerning Master Masons Examination, use of the Digest of Masonic Law, Lodge Officers Training Course, Masonic Leadership Training for Lodge Officers and Masonic Education Workshops. To assist the Worshipful Master and Secretary with the timely reporting of all the information requested on the Annual and Quarterly Masonic Education Forms sent to the District Chairman. He will be wise to work hand in hand with the District Chairman of Masonic Education who will be willing to assist him in any capacity for the betterment of the Fraternity. He should encourage all the Officers and members to participate in the Lodge Officers Training Course Modules to improve their knowledge in properly managing the Lodge. The Lodge Masonic Education Chairman must obtain a Purple competency card certifying he is qualified to be a Lodge Masonic Education Chairman.

9. GRAND LODGE REPORTS – 5 POINTS MANDATORY.

All Annual and Quarterly reports due to the Grand Secretary and to any Grand Lodge Committee **must be** submitted on time to receive these points.

10. WIDOW'S NIGHT PROGRAM – 5 POINTS PER EVENT

This is an activity conducted by the Worshipful Master or a Lodge Committee. Lodges are encouraged to hold this Social event on a regular yearly schedule and the month of January is highly recommended, after the installation of Lodge Officers. At this event, the newly installed Worshipful Master should introduce himself and the succeeding officers to the

Widows of the Lodge. This event should be exclusively to honor the Widow's and they should be presented with a Widow's Pin and Certificate, ask if they want to remain on the mailing list of the Lodge and remind them of our commitment to our Brothers Widows. Further, this event should be well attended by the members of the Lodge and their spouses to show our affection for our widows.

11. MASTER MASON EXAMINATION I, II, III – 1 POINT FOR EACH EXAMINATION NO MAXIMUM POINTS

One point for each examination taken and passed by a Master Mason. Lodges should encourage all Master Masons to continue their education by participating in these educational examinations. All examinations are open book type examinations using the Masonic Digest. This teaches the Master Mason how to use the Digest of Masonic Law as well as instructing him in Masonic Law, thereby allowing him to obtain further light in Masonry. A score of 90% is required and is easily obtained. These examinations may be administered by the Worshipful Master, the Lodge Masonic Tutor or the District Chairman of Masonic Education. The District Chairman could set up a group session in different Lodges where discussion and information could be exchanged. The District Chairman will grade these examinations.

12. LODGE OFFICERS TRAINING COURSE MODULES (CORRESPONDENCE COURSE) - 1 POINT FOR EACH MODULE COMPLETED NO MAXIMUM POINTS.

One point for each Module completed and passed by a Master Mason. Each Module is designed to inform the Master Mason of Masonic Law and procedure. Each Segment refers to a different section of the Masonic Digest. As he progresses through the three modules, he will also be instructed in the Mentors Manual, Masonic Etiquette, Masonic Education Booklets and other Masonic Publications. This will give him further knowledge of Masonry and the workings of the Lodge. It is excellent material for the Mason passing through the chairs on his way to the East. All grading of these examinations will be conducted by the Zone Chairman.

13. LODGE OFFICERS MEETING – 2 POINTS FOR EACH QUARTERLY MEETING. 1 POINT FOR EACH OTHER MONTHLY MEETING – W.M., S.W., J.W., SEC., S.D., & J.D. MUST BE PRESENT – 16 POINTS MAXIMUM.

Lodge Officers should meet at least quarterly during the Masonic year. The Worshipful Master must schedule one meeting right after his election and before installation. At this meeting, the Worshipful Master reveals his Appointed Lodge Officers. Mandated Standing Committees in Section 10.01 of the Uniform Code of By-Laws which consist of Finance, Vigilance, Petitions, Education, Board of Relief, Charity, Lodge Property and any other committee mandated by the Lodge By-Laws, a Lodge Mentor, a Lodge Masonic Education Tutor, reveals his budget, the schedule for the Lodge and presents his plans for the ensuing year. He solicits input from the Officers insuring them they are part of a team. Accepting any input is his prerogative. The other monthly meeting should be before a Stated Communication when the Master is informed of all the business that will be brought to the floor. Having all Officers present at these meetings insures knowledge and continuity in governing of the Lodge.

14. MASONIC HOME BOARD MEETING – 1 POINT EACH VISIT – NO MAXIMUM.

Any of the three principal Officers or a Brother of the Lodge who attends a Masonic Home Board Meeting or Pre-Board Meeting. A report must be made of the visit at the next Stated Communication of the Lodge. It is permissible to have the Officer or member's wife or Lady accompany him.

15. D.D.G.M. OFFICIAL VISIT – 5 POINTS PER VISIT

A minimum of 40 Master Masons or 25 per cent of the Lodge membership attend when the District Deputy Grand Master makes his official visit to the Lodge. (Visitors count). The points are awarded for a Tyled Meeting or an open meeting with family and friends attending. It must be an Official Visit.

16. GRAND MASTER'S DISTRICT OR REGIONAL MEETING – 1 POINT FOR EACH ELECTED OFFICER WHO ATTENDS 3 POINTS MAXIMUM.

The three Principal Officers of the Lodge shall attend the Official Visit of the Grand Master. Proxies will be allowed ONLY due to illness or unpreventable family or business requirements.

17. VISITATION AT ANOTHER LODGE - 1 POINT FOR EACH VISITATION- 3 POINTS IF WM, SW AND JW ATTEND TOGETHER. PROXY ALLOWED FOR ONE OFFICER – MAXIMUM 3 POINTS PER VISIT.

Only the WM, SW, and or JW can get credit for a visitation. Only one point or three points can be earned per visit. If one of the Principal Officers of the Lodge attends, there must be three other Master Masons from his Lodge, visiting with him, to earn one point. If two of the Principal Officers attend, there must be at least two other Master Masons from their Lodge, visiting with them, to earn three points. If all three Principal Officers attend, they earn three points. Not one point for each Brother visiting. A joint meeting with another Lodge will count. **NOTE:** Attendance at a District or Regional meeting does not count under this section see number 16.

18. STATED OR CALLED COMMUNICATION – 5 POINTS MAXIMUM.

One point for each meeting where at least 40 Masons or 25 per cent of the Lodge membership attends. This includes any meeting when the Lodge is officially open. Visitors may be counted as well as the number of Brothers attending joint meetings with other Lodges. One point awarded for each meeting, not the percentage of members or one for each member attending.

19. READING & DISCUSSION OF MASONIC DIGEST AND OR LODGE BY-LAWS – 1 POINT FOR EACH EVENT.

Lodges are encouraged to gather their Officers and members for the purpose of reading and discussing the Masonic Digest to stay current with changes enacted at each Grand Lodge and to ensure their Lodge By-Laws stay current and update their By-Laws if required.

20. LODGE LIBRARY – 5 POINT MAXIMUM

To qualify, the Lodge is required to create a library at the Lodge, which will house books, audio and videotapes, magazines and other publications on Masonic topics. A Lodge Librarian should be appointed to oversee the operation of the library and to inform the Brethren of new materials acquired. To identify other publications that the Lodge may obtain and encourage their use. Once the library is established, members should inform the Librarian of the new materials or books that may be of interest to the Brethren. One point for an existing library that is being used; one point for adding new material, one point for the appointment of a Lodge Librarian, and five points for starting and using a new library.