



# CWZ NYS AHPERD Meeting Minutes



## Date and Time

- **Date:** February 4, 2026
- **Time:** Meeting called to order at 7:00 pm
- **Adjournment:** ended at 8:45:40 pm



## Attendees

- Derrick Biehl
- Gina Potenza
- Brian Biro
- Lori Bifarella
- Sara Koppenhaver
- Alisa James
- Sheri Treadwell
- Michelle Craig
- Paula Summitt
- Jackie Dipzinski



## Discussion and Updates

Treasurer Report – Gina P.

- Gina presented the Treasurer's report, noting that the September account balance was \$24,000, October showed discrepancies between statements and general ledger, and November was quiet with only dividend movements. The group discussed moving \$2,500 from the Ameritrade account to checking for Speakout Day expenses. Derek made a motion to add a budget line item for Speakout Day, which Eric seconded. The conversation ended with a reminder that it was being recorded and an AI summary would be created.

## Old Business

Topic	Discussion
Social Gatherings	<p>Paula S and Lori B presented ideas and survey to go out.</p> <p><a href="https://docs.google.com/forms/d/e/1FAIpQLSc-U7ckzofVuaYUyD-Fjw0ImLZHI7mcf_FNdDo7Ull83n56KiA/viewform">https://docs.google.com/forms/d/e/1FAIpQLSc-U7ckzofVuaYUyD-Fjw0ImLZHI7mcf_FNdDo7Ull83n56KiA/viewform</a></p>
Rick A. Lake House Raffle Tickets	<p>Derrick B created a folder for us and we are to continue to sell as instructed last time.</p> <p>Tickets:  <a href="https://docs.google.com/presentation/d/1DBIPHTuhUX4RNIPXHrymHpiY5zl4lsDVw0Xm9_fn5ZE/edit?usp=sharing">https://docs.google.com/presentation/d/1DBIPHTuhUX4RNIPXHrymHpiY5zl4lsDVw0Xm9_fn5ZE/edit?usp=sharing</a></p> <p>Online Spreadsheet (put names here):  <a href="https://docs.google.com/spreadsheets/d/1EeJ9t1UBJzj3mG9Rcn1ea7Pu0ZXV_F7NJwh-ZDuw00c/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1EeJ9t1UBJzj3mG9Rcn1ea7Pu0ZXV_F7NJwh-ZDuw00c/edit?usp=sharing</a></p>
NYS AHPERD Exec Council Reviewed	<p>Notes reviewed from Derrick:  <a href="https://docs.google.com/document/d/1VbHexT5B6YpWR3N7V3MTTq6XGi9InVrhJRCI-q7W6Rs/edit?usp=sharing">https://docs.google.com/document/d/1VbHexT5B6YpWR3N7V3MTTq6XGi9InVrhJRCI-q7W6Rs/edit?usp=sharing</a></p>

## New Business

Topic	Status/Discussion
TOY Report	<p>The group discussed the lack of Teacher of the Year applicants and agreed to extend the deadline to February 20th. They decided to modify the eligibility criteria to match New York State APERD's requirements, allowing teachers to</p>

	<p>be members for 3 out of the last 5 years instead of 5 consecutive years. Additionally, they planned to create a "Young Professional of the Year" award to encourage newer teachers to apply for the main award in the future. Several applicants have submitted, those who submitted do not meet qualifications</p> <ul style="list-style-type: none"> <li>● motioned to extend deadline to 2/20 and passed</li> <li>● Rising Star Award motion and passed</li> <li>● Derrick Biehl will email board to set up AdHoc for reviewing + updating TOY process</li> </ul> <p>The group discussed and approved changes to the Central Western Zone Teacher of the Year (TOY) requirements, reducing the required years of New York State A4ERD membership from 5 to 3 of the last 5 years. They also established a new Rising Star Award for teachers in their 3rd to 7th year of teaching, requiring only current New York State A4ERD membership without consecutive year requirements. The discussion concluded with a question from Sheri about whether declining TOY candidate participation might be related to decreased involvement from athletic directors and principals in physical education departments.</p>
<p><b>Teacher Recognition Program Enhancement Strategies</b></p>	<p>The group discussed strategies to increase nominations for the Teacher of the Year Award and other recognition programs. They explored the possibility of creating a social media presence to promote the organization and its initiatives. Derek proposed having a college student on the board to manage social media, while Brian suggested creating a Facebook page with board members contributing content. The group also finalized criteria for the Rising Star Award and extended the nomination deadline to February 20th. Lori suggested creating a committee to review and improve the long-term process for the Teacher of the Year Award, with Derek agreeing to gather ideas and potential committee members.</p>

<p><b>Social Media &amp; Fundraising Planning</b></p>	<p>The group discussed creating social media accounts for the Central Western Zone, with NYS making a motion to create Facebook and Instagram pages, which was approved. Lori presented a Google form survey on social gatherings, which will help determine member interest and preferences for various events. The group also discussed the Amundson Fundraiser, with NYS providing information on ticket sales and a spreadsheet for tracking attendees. Sara suggested starting the social media initiative in the new school year to avoid overwhelming current members, and the group agreed to develop a structured content schedule for section representatives in the future.</p>
<p><b>Survey and Budget Planning Discussion</b></p>	<p>The group discussed a survey about event preferences, with Lori explaining it would help determine which activities to budget for, such as hikes, golfing, and tours. NYS suggested simplifying the survey by making questions optional and using Google Form's automatic email collection feature. Lori agreed to revise the survey length and requirements. The team also reviewed updates from EC, including the ability to transfer money between accounts, and discussed potential zone activities like an open house at Little Falls. They addressed the need to check and resubscribe to Central Office emails, and NYS shared information about New York State Ed grad requirements and membership initiatives, including new recruitment strategies and discussions about non-HPE and district memberships.</p>
<p><b>Advocacy and Recognition in Education</b></p>	<p>Lori reported that Tam Ray and John Strong have been invited to join the New York State Education Department's committee on graduate requirements, where they will advocate for health and PE standards. Alisa raised concerns about the state's "portrait of a graduate" initiative and emphasized the need for clear vision and performance indicators for physical education. The group discussed plans for recognizing New York State Teacher of the Year winners at both conference and local board meetings, with Michelle agreeing to send out formal letters to winners offering the additional recognition. The next meeting was scheduled for March 4th at Genesee Community College, and Derek announced he would be working on a call for programs for the upcoming conference.</p>

<b>Positive Coaching Alliance</b>	Student will discuss this connection in our community next time. <a href="https://positivecoach.org/">https://positivecoach.org/</a> and benefits.
<b>Outstanding HPE Students</b>	Start Promoting in March: <a href="https://drive.google.com/file/d/1y2YwViUyrpbOeLpR98DeUiiqkI22XEPc/view?usp=sharing">https://drive.google.com/file/d/1y2YwViUyrpbOeLpR98DeUiiqkI22XEPc/view?usp=sharing</a>

## For the Good of the Order

### Summary:

The Central Western Zone meeting focused on addressing challenges with Teacher of the Year (TOY) nominations and creating new awards to expand eligibility. The group decided to modify the TOY criteria to require 3 of the last 5 years of New York State APERD membership, while also establishing a new "Rising Star" award for teachers in their third to seventh year of teaching. The board discussed strategies to improve TOY nominations, including creating a nomination form and exploring social media promotion. They also considered offering local board recognition for TOY winners in addition to conference honors. Other topics included updates on state education requirements, membership initiatives, and plans for future meetings and events.

### Next steps

- [Derek: Create Facebook and Instagram pages for Central Western Zone and coordinate with central office for access](#)
- [Derek: Develop a content schedule/plan for section representatives to contribute to social media](#)
- [Derek: Send email to group to gather interest/commitment for TOY award process committee](#)
- [Derek: Create and send out call for programs for the conference](#)
- [Lori: Send social gathering survey to central office for distribution](#)
- [Michelle Craig: Update TOY award letters to include option for local board recognition and follow up with winners](#)
- [Derek: Work with Paula to update Outstanding Health and PE students document/QR code](#)
- [Derek: Create poll for future meeting dates](#)
- [Michelle Craig: Follow up with central office regarding last meeting's refunds](#)
- [Gina: Follow up with Trish for clarification on October financial report discrepancies](#)
- [Derek: Move unused Speakout Day funds back to Ameritrade account after event](#)
- [Derek: Send TOY suggestion/vision document to board](#)

- [Michelle Craig: Extend TOY nomination deadline to February 20th and communicate to potential nominees](#)
- [Derek: Plan logistics for March 4th meeting at Genesee Community College](#)
- [Derek: Start promoting Outstanding Health and PE students awards through social media in March](#)
- [Michelle Craig: Update nomination process to include Google Form with automated email notification to nominees](#)
- [Derek: Work with section reps to gather content for social media posts \(once accounts are](#)

**Next meeting – Mar 4th GCC**

**MOTION to adjourn**

**Ended 8:45:40 PM**