



BYLAWS

These are the Bylaws of the CONNECTICUT ASSOCIATION for HEALTH, PHYSICAL EDUCATION, RECREATION AND DANCE (“CTAHPERD” or “the Association”), a Connecticut unincorporated association.

These ByLaws have been Amended and adopted by the Executive Council and attending Membership on **November 21, 2024.**

Recorded and Signed by The Secretary: **November 21, 2024.**

Articles and Sections	3
Article I - Name	3
Article II - Purposes and Goals	3
Article III - Mission/Beliefs	4
Article IV - Affiliations	4
Article V - Organization	4
Article VI - Governance	4
Article VII - Meetings	6
Article VIII - Rules of Order	6
Article IX - Amendments	6
Article X - Elections, Appointments and Vacancies	7
Article XI - Finance and Compensations	7
Article XII - Membership	8
Article XIII - Awards	8
Article XIV - Definition of Positions, Terms and Responsibilities within CTAHPERD	10
EXECUTIVE COUNCIL POSITIONS	10
EXECUTIVE DIRECTOR	10
PRESIDENT	10
PAST PRESIDENT	11
PRESIDENT ELECT	11
CHAIRPERSON FOR MEMBER SERVICES DIVISION	11
CHAIRPERSON FOR STUDENT LEADERSHIP DIVISION	11
CHAIRPERSON FOR PROFESSIONAL DEVELOPMENT DIVISION	11
CONFERENCE PROGRAM COORDINATOR	12
SECRETARY	12
MEMBERSHIP COORDINATOR	12
TREASURER	12
BULLETIN EDITOR	13
OTHER POSITIONS	13
Adapted Advisor	13



Advocacy Coordinator	13
Archives/Historian	13
Awards Coordinator	13
Networking Coordinator Through Social Media	14
Dance Education Advisor	14
Equity, Diversity And Inclusiveness Advisor	14
Exhibits And Sponsor Coordinator	14
Fundraising Coordinator	14
Health Education Advisor	14
Health Moves Minds Coordinator	14
Higher Education/Professional Preparation Liaison	14
Historian	14
Legislative Action Coordinator	14
Necrology	14
Physical Education Advisor	15
Recreation Advisor	15
Retirees Coordinator	15
Past Presidents Coordinator	15
Recruiter	15
Student Representatives	15
Article XV - Divisions	15
A. The Member Services Division	15
B. The Student Advisory Division	16
C. The Professional Development Division	16
Appendix: Executive Council at a Glance	17



Articles and Sections

Article I - Name

The name of the organization shall be the Connecticut Association for Health, Physical Education, Recreation, and Dance. (“CTAHPERD” or “the Association”)

Article II - Purposes and Goals

Section 1. The Purpose and Goals of CTAHPERD are:

- A. To support, encourage, and provide guidance throughout the state to develop and conduct school and community programs in health education, physical education, recreation, and dance.
- B. To facilitate cooperation and networking opportunities among members.
- C. To further the professional development of members. To hold an annual state conference and to sponsor other professional development opportunities to realize the goals and purposes of the association.
- D. To promote the professions of health, physical education, recreation and dance.
- E. To increase public understanding and appreciation of the importance and value of health, physical education, recreation, and dance as they individually and jointly contribute to society.
- F. To further the continuous development and improvement of professional standards for teachers, administrators, districts and programs.
- G. To produce and distribute publications that will be of assistance to the profession.
- H. To cooperate with other professional groups and organizations of similar interests.
- I. To promote inclusive and culturally responsive leadership and teaching in our professions by providing resources and professional development from a diverse perspective.
- J. To conduct other activities as approved by the Executive Council.

Section 2. Provided that the Association shall not have any purpose nor engage in any activity which would be inconsistent with the status of the educational and charitable organizations as defined in Section 501(c)(3) or the Internal Revenue code of 1954 or any successor provision thereto, and none of the said purpose shall at any time be deemed or construed to be other than the public benefit purposes and objectives consistent with such educational and charitable status. And provided further that the Association will not adopt purposes nor engage in any activity inconsistent with the purposes and policies of SHAPE America. Furthermore, no profits of the organization shall proceed to any officer, shareholder, director, or member of the organization. Also in the event of dissolution, the net assets after payment of debts will proceed to the State of Connecticut, to a municipality or to an organization holding a valid tax exempt permit issued by the State Tax Commissioner.



Article III - Mission/Beliefs

Our mission is to advocate for healthy lifestyles by providing leadership and professional development opportunities that increase knowledge and sound professional practices.

Article IV - Affiliations

CTAHPERD remains an organization independent of all other similar groups, entities, organizations or any other public or private entities.

Article V - Organization

The Association shall be organized by its members, Executive Council, officers and committees which shall act within the frameworks of the Bylaws. The responsibilities and method of selection of all CTAHPERD positions, and their respective duties, shall be set forth in the Bylaws.

Article VI - Governance

The Association shall define all positions and designate their responsibilities in the Bylaws. The qualifications of every position, the method of their selection, and their respective powers and duties shall be set forth in the Bylaws.

Section 1. The Executive Council

- A. The Executive Council is responsible for the governance of the association. Members on this committee act effectively and ethically to oversee and enact CTAHPERD's mission, fiscal integrity, and operations, and perform the specific duties as described in these Bylaws. The Executive Council works to fill all positions in the association, Their duties include recruiting, supporting, and evaluating the Executive Director. The members of the Executive Council are:

- Executive Director - non-voting
- President - voting
- President-Elect - voting
- Past President - voting
- Secretary - voting
- Chairperson for Member Services Division- voting
- Chairperson for Student Leadership Division - voting
- Chairperson for Professional Development Division - voting
- Conference Program Coordinator-voting
- Treasurer - voting
- Bulletin Editor - non-voting
- Membership Coordinator - non-voting
- Student Representatives - non-voting

- B. The Executive Council shall

- i. Execute the Bylaws and carry out the purposes of the Association.
- ii. Propose recommendations and changes to the Association.
- iii. Approve all appointments to positions.



- iv. Take official action in emergency situations.
- v. When necessary, hire an Executive Director.
- vi. Evaluate the position of Executive Director on an annual basis.
- vii. Organize the Fall Conference.
- viii. Prepare, execute and account for the annual budget.

C. Fall Conference Committee

The Executive Council shall form a committee to plan, organize, facilitate and manage the annual Fall Conference and Awards Program. Those who serve on the Fall Conference Committee are:

Executive Director
Chair - Past President
President
President Elect
Exhibitor and Sponsor Coordinator
Conference Program Coordinator
Membership Coordinator
Treasurer
Chairperson for Member Services
Chairperson for Professional Development
Chairperson for Student Leadership
Awards Coordinator
Student Representatives

D. Budget

A budget shall be formed annually by the Executive Director, Treasurer, President and President Elect approved by the Executive Council each May. The budget shall be made available to current members upon request. The budget shall be presented to the members at the annual fall conference.

E. ByLaws

The Association may adopt, revise, alter or delete bylaws. Such Bylaws may contain any provision necessary for the orderly administration of CTAHPERD and its affairs including, but not limited to, the governing authorities, positions, officers, membership and meetings.

F. Amendments

The association may amend the Bylaws, by majority vote of the Executive Council and attending membership, in a scheduled meeting, in accordance with Roberts Rules of Order.

G. Quorum

A quorum of the Executive Council shall be five or more voting members of the Executive Council present which may include proxies.

H. Majority Vote

A majority of the votes cast at a meeting cast at a meeting which a quorum shall be present is the decision of the Executive Council for all purposes except where a higher percentage vote is required and outlined in these Bylaws.



I. Nominations

The Executive Council shall present a slate of names for all elected positions. All other appointed positions shall be selected by the Executive Director and the President. The President shall inform the Executive Council of all appointments.

Article VII - Meetings

Section 1. CTAHPERD's annual business meeting shall be held at the Fall Conference. Other meetings shall be scheduled by the President.

Section 2. Responsibility for the planning and execution of CTAHPERD Bylaws shall be approved by the Executive Council and filed with the Secretary and the Executive Director. The Bylaws should remain up to date.

Section 3. Other Meetings. CTAHPERD meetings may be called as necessary and do not need to be scheduled on a regular basis. The President and the Executive Director shall organize meetings of the Executive Council and other office holders as needed to execute the business and carry out the goals and purposes of CTAHPERD.

- a. CTAHPERD meetings shall be scheduled by the President
- b. The Executive Director and the President shall decide which office holders shall be required to attend each meeting. Any meeting in which a vote is required shall include an invitation and two week notice to all executive council members.
- c. The President shall set the agenda for the meetings.
- d. All current members of CTAHPERD may attend regular meetings.
- e. Meetings may be held in-person or virtually as determined by the president, as needed.

Section 4. Executive Meetings. The president shall have the authority to call an executive meeting for the executive council only for the purpose of discussing sensitive personnel matters. CTAHPERD members may not attend Executive meetings.

Article VIII - Rules of Order

Section 1. Matters of the Association and other procedures shall be decided according to the latest edition of Robert's Rules of Order.

Section 2. The Secretary shall keep minutes of the meetings; keep a record of Bylaw changes; and keep the Bylaws up to date.

Article IX - Amendments

These Bylaws may be changed at any scheduled meeting by majority vote of the executive council and attending membership or by returned mail (or email) vote of at least one tenth of the membership. No vote shall be valid beyond thirty days after official notification. Duly voted amendments shall be published in the official publication of the Association and shall become effective as designated in the proposal.



Article X - Elections, Appointments and Vacancies

Section 1. The Association shall have positions, which will be filled and created as designated in the Bylaws. The qualifications of positions, their term, the method of their selection, and their respective powers and duties shall be stated in the Bylaws.

Section 2. All ballots for elected positions must be returned to the Nominating Committee Chairperson by May 1st. The slate with accompanying biographical data must be received by the membership at least 30 days prior to this May 1st deadline.

Section 3. All officers and other positions shall assume office June 1st, or until filled.

Section 4. A simple majority of the votes returned by the deadline is necessary for the election of each officer. In the event of a tie a decision shall be reached by lot.

Section 5. The Executive Council has the authority to create or eliminate positions by vote as it deems necessary.

Section 6. The Executive Council shall select candidates for all elected officers. The Executive Council shall present a slate of names for officers to the Executive Director by February 1st or when appropriate. Candidates must have accepted the nomination.

Article XI - Finance and Compensations

Section 1. The fiscal year shall run from June 1 through May 31.

Section 2. Agreements, Contracts, Deeds, Checks, etc. Except as otherwise provided in these Bylaws, all agreements, contracts, deeds, leases, checks and other instruments of the Association shall be executed by the Executive Director and Treasurer.

Section 3. The treasurer shall submit a budget every year. The budget shall include expected expenditures and income for the next fiscal year. The budget shall include the actual spending for the previous two fiscal years.

Section 4. The budget for the next fiscal year shall be approved by the majority vote of the Executive Council.

Section 5. All compensation and expenses shall be first approved by the Executive Council.

Section 6. Dues for Membership must be established by the Executive Council and voted upon by the membership.

Section 7. An annual financial report shall be prepared and presented to the membership at the Fall Conference. The membership shall have the opportunity to ask questions about the financial affairs of the Association.

Section 8. DUES - Membership to the Association, other than honorary or life memberships, is annual and may be obtained at any time during a given year upon payment of the required dues. A member shall pay their dues to the Association on or before the expiration date of their annual membership. Failure to



pay dues on or before the expiration of an annual membership shall result in automatic termination. A membership may only be restored upon payment of the required annual dues.

Section 9. Membership dues must be paid in full in order for the member to attend any professional development including the Fall Conference.

Article XII - Membership

Section 1. Eligibility for membership shall consist of all members professionally engaged in any aspect of health education, physical education, recreation, and dance.

Section 2. Associate membership shall consist of persons who are interested in the support of one or more of the programs stated in Section 1.

Section 3. Student members shall include undergraduate and full-time graduate students majoring or minoring in one or more aspects of health education, physical education, recreation and dance.

Section 4. Retired members shall consist of all members who have retired from professional engagement in any aspect of health education, physical education, recreation and dance.

Section 5. Honorary life membership may be conferred upon persons who have rendered outstanding service to the profession and SHAPE America and who are selected by the Honor Award Committee and approved by the Executive Council..

Section 6. Active, associate, student, retired, life members, corporate membership and agency/institution membership shall be approved by the membership chairperson acting upon formal application of the candidate.

Section 7. Only active and retired members shall have equal rights to hold office or to vote on business affairs of the Association.

Section 8. Changes in dues for active, associate, students, retired, life members, corporate and agency/institution membership shall be determined by the Executive Council and voted on by the members.

Article XIII Awards

Recognizing professional accomplishments serves the dual purpose of rewarding our outstanding educators; and promoting the profession across the state. The association shall sponsor the following awards:

Youth Advocate Award

The Youth Advocate Award celebrates K-12 students who advocate for physical activity and health in their school and community.



Professional Awards

Teacher of the year awards will honor individuals who are current CTAHPERD members and professionally engaged in the areas of health education, physical education, adapted physical education and dance. The outstanding educators will come from the elementary, middle, secondary and college/university levels. If selected as CTAHPERD TOY candidates will be eligible for Eastern District TOY and SHAPE America if they meet the criteria.

Outstanding New Professionals

This award is presented to an outstanding new health, physical education, recreation or dance educator who has excelled in the profession. This award is designed to recognize exemplary contributions to school and community.

Candidates must be currently teaching health, physical education, recreation or dance in a public or private school or agency in Connecticut, current member of CTAHPERD and has been teaching 5 years or less.

Honor Awards (Pathfinder, Layman's, Professional Merit, Professional Honor)

CTAHPERD recognizes members for professional excellence through various awards: **Honor Award**
Honorary Layman Award · An award which is bestowed upon a citizen of the State of Connecticut who has given meritorious service to the cause of health education, physical education, recreation and Dance.

Pathfinder- This venerable award honors women who have dedicated their lives to girls and women in sport.

Professional Merit and Honor Award

Professional Honor Award (must have held an office in CTAHPERD in order to receive it and no more than 2 per year may be awarded) May not receive the award if currently serving or have served in the past 5 years. Nominees must fill out an application to qualify for the award. Honor award is the highest achievement award for the Association.

Scholarships (Gibson-Laemel, Vanacore, Benevento)

Students must be enrolled as an undergrad full time. Upon completion of application, and award committee review students are eligible up to and limited to \$1000 per school year.

Outstanding Program Awards

The CTAHPERD Outstanding Program Award recognizes unique and innovative programs in health, physical education, recreation and dance. The number of awards chosen each year is not limited, but is based upon the quality of the applications received.

Young Advocate Award

The CTAHPERD Young Advocate Award recognizes K-12 students who advocate for physical activity and health in their school and community.

Mini Grant Awards



Awarded to a current CTAHPERD Member. Maximum Award is \$1,000.

May not apply for a grant if one has received one in the previous year.

One full year membership in CTAHPERD required before applying.

Article XIV - Definition of Positions, Terms and Responsibilities within CTAHPERD

Section 1. Under this Article each position will be defined. Included in that definition of each position will be how they are selected, terms, duties, deadlines, and chain of command; as well as if the position will be stipend.

Section 2. The Executive Council may form other committees, and positions as it deems necessary for the successful operation of the Association.

Section 3. Definition of Positions within CTAHPERD will be included in these bylaws.

Section 4. A person holding a position may be removed, with or without cause, at any duly constituted meeting of the Executive Council by an affirmative vote of a simple majority.

EXECUTIVE COUNCIL POSITIONS

Members of the Executive Council shall act in the best interest of all members, and for the purposes set forth in these Bylaws.

EXECUTIVE DIRECTOR

The Executive Director is selected by the Executive Council. The Executive Director works with the President to fill all positions within the Association as best as possible. Communicates the duties and responsibilities to all positions within the association. Is responsible for the day to day operations of the Association. Is the general manager and administrator for the association. Fulfills the duties and responsibilities in accordance with these bylaws. Establishes operating codes for all positions. This is a compensated position. This position is not restricted by a term of office. This position is non-voting. In the event of the incapacitation of the Executive Director, the Executive Council shall appoint an interim Executive Director.



PRESIDENT

The President rises to this position after serving as President Elect and shall preside at all meetings of the Association as a whole, the Executive Council and the Executive Committee and shall nominate all Division Chairpersons and appoint members of divisions. The President shall be an ex-officio voting member of all Association committees. The President upon confirmation of the Executive Council may fill any vacancy. The President Elect, upon succeeding to the office of President, shall be responsible for all committees, conferences, and activities for that year as set forth in the operating code. The President shall compose a brief summary of the year and add that to the CTAHPERD history. The President shall contribute items from the year to the artifacts.

PAST PRESIDENT

The Past President shall rise to this position after having served as President. The Past President is a voting member of the Executive Council. The Past President is responsible for the Fall Conference. The past president is responsible for Necrology. In the event of absence or incapacitation of the Past President, the President shall assume their necessary duties and responsibilities.

PRESIDENT ELECT

The President Elect is voted into office by the membership. The President Elect shall serve on the Executive Council for three consecutive years (one as President Elect, one as President, and one as Past President.) They will assist in organizing the fall conference. The president elect is responsible for gathering retiree information. In the event of absence or incapacitation of the President, the President Elect shall assume their necessary duties and responsibilities.

The President Elect shall be responsible for fulfilling the purposes set forth in the By-Laws and operating codes of the Association.

CHAIRPERSON FOR MEMBER SERVICES DIVISION

The Chairperson for Member Services shall be voted in by the Executive Council and shall serve for three consecutive years. They shall report directly to the Executive Director and President. They shall oversee the execution of all duties, schedule meetings and coordinate the positions for The Member Services Division. They shall serve as a voting member on the Executive Council. The Chairperson for Member Services Division shall be held to the ethical and professional standards articulated in these ByLaws. They shall file updates and summaries to the Executive Council as required by the President.

CHAIRPERSON FOR STUDENT LEADERSHIP DIVISION

The Chairperson for the Student Leadership Division shall be voted in by the Executive Council and shall serve for three consecutive years. They shall report directly to the Executive Director and President. They shall oversee the execution of all duties, schedule meetings and coordinate the positions for The Student Leadership Division. They shall serve on and be voting members of the Executive Council. The Chairperson for Student Leadership shall be held to the ethical and professional standards articulated in these ByLaws. They shall file updates and summaries to the Executive Council as required by the President.



CHAIRPERSON FOR PROFESSIONAL DEVELOPMENT DIVISION

The Chairperson for The Professional Development Division shall be voted in by the Executive Council and shall serve for three consecutive years. They shall report directly to the Executive Director and President. They shall oversee the execution of all duties, schedule meetings and coordinate the positions for The Professional Development Division. They shall serve on and be voting members of the Executive Council. The Chairperson for The Professional Development Division shall be held to the ethical and professional standards articulated in these ByLaws. They shall file updates and summaries to the Executive Council as required by the President.

CONFERENCE PROGRAM COORDINATOR

The Conference Program Coordinator is appointed by the President and approved by the Executive Council. There is no term limit for this position. This is a compensated position.

The conference program coordinator is a voting member of the Executive Council.

The conference program coordinator shall:

- A. Creates Call for Proposals
- B. Places sessions to create schedule,
- C. Communicates with presenters (session confirmation, session acceptance, time and room assignments, etc.),
- D. Coordinates A/V, creates and prints signage for rooms and sessions,
- E. Works with the staff at the site of the Fall Conference to execute the management necessary for a successful Fall Conference.

SECRETARY

The secretary is appointed by the President and approved by the Executive Council. There is no term limit for this position.

The secretary is a voting member of the Executive Council.

The Secretary shall:

- A. Keep minutes of all meetings of the Association, the Executive Council
- B. Distribute minutes to the President within 7 days of the meeting.
- C. Send notices 10 days prior to the Executive Council meetings.
- D. Maintain a file of meeting minutes.
- E. Keep a record of Bylaw changes.
- F. Keep the Bylaws up to date.

MEMBERSHIP COORDINATOR

The Membership Coordinator appointed by the President and approved by the Executive Council. They are responsible for keeping track of membership lists and collecting dues. They are not under a term limit. The Membership Coordinator must attend the Fall Conference and assist with registration. They must present an annual report on membership to the Executive Council. They are non-voting members of the Executive Council. The Member Coordinator is a compensated position.

TREASURER

The Treasurer is appointed by the President and approved by the Executive Council.



The treasurer does not have a term limit.

The treasurer is a voting member of the Executive Council

This is a compensated position.

The Treasurer shall:

A. Make a written and oral financial report to the Executive Council when it convenes and present a current, written financial statement to the membership at the annual business meeting.

B. Assume responsibility for the receipt, safeguarding, and disbursement (including electronic transfer) of all Association funds, subject to the approval of the Executive Council.

C. Work with the Executive Director, President-Elect, President in the development of the budget and present the budget to the Executive Council for approval in May before the start of the new fiscal year.

E. Forward a treasurer's report, which has been approved by the Executive Council to the Editor of the Bulletin for publication, and shall be presented to the membership at the Fall Conference.

BULLETIN EDITOR

The Bulletin Editor is appointed by the President and approved by the Executive Council. There is not a term limit for this position. The main responsibility as the CTAHPERD Bulletin Editor is to solicit and edit articles for a minimum of one online issue and one hardcopy edition each year. They also work closely with the Membership Coordinator to mail the fall issue of the Bulletin to the CTAHPERD members.

OTHER POSITIONS

Section 1. These positions support the goals and objectives of the association. People in these positions are not required to attend Executive Council meetings to fulfill their obligations. They must be a member of CTAHPERD to hold one of these positions. The same person can hold more than one position. Members of the Executive Council can hold one of these positions. All of these positions do not have terms and are appointed by the Executive Council.

Section 2. Positions may be part of a committee and report to the Chair of that committee.



ADAPTED ADVISOR

Advises CTAHPERD on Adapted Education. Acts as a resource for Adaptive Education for Conference and other workshops. Gives an annual report on Adapted Education to the Executive Council.

ADVOCACY COORDINATOR

Supports the goals and purposes of the Association in the public through programs and media, and distributes information to members. Coordinates other positions that support advocacy.

ARCHIVES/HISTORIAN

Cares for and adds to the CTAHPERD Archives. Keeps the CTAHPERD History Document up to date. Creates an annual report of the accomplishments of the association and includes this in the CTAHPERD History. The current President shall serve as the historian.

AWARDS COORDINATOR

Facilitates the nomination process and selection of CTAHPERD Awards. They create and distribute an awards form. They purchase the awards for the presentations. They coordinate with the Executive Director and the Fall Conference Committee.

NETWORKING COORDINATOR THROUGH SOCIAL MEDIA

Responsible for managing and sharing CTAHPERD related content.

DANCE EDUCATION ADVISOR

Advises CTAHPERD on Dance Education. Acts as an advisor for Dance Education for Conference and other workshops. Gives an annual report on Dance Education to the Executive Council.

EQUITY, DIVERSITY AND INCLUSIVENESS ADVISOR

Advises CTAHPERD Executive Council on matters concerning Equity, Diversity and Inclusiveness.

EXHIBITS AND SPONSOR COORDINATOR

Solicits Exhibitors and sponsorships for the Fall Conference. This is a compensated position.

FUNDRAISING COORDINATOR

Coordinates fundraising efforts that support CTAHPERD.

HEALTH EDUCATION ADVISOR

Advises CTAHPERD on Health Education. Acts as an advisor for the Conference and other workshops. Gives an annual report on Health Education to the Executive Council.



HEALTH.MOVES.MINDS COORDINATOR

Acts as a source of information for Health Moves Minds. Communicates with SHAPE America on the Health Moves Minds Program. Provides professional development on Health Moves Minds.

LEGISLATIVE ACTION COORDINATOR

Keeps abreast of state and national legislation that may affect Health, PE, Recreation and Dance. Gives an annual report of Legislative actions to the Executive Council. Alerts the Executive Council of upcoming legislative actions that may affect HPERD.

LIAISON TO COLLABORATING ORGANIZATIONS

Liaisons to other state organizations: Gives annual report on the goals and accomplishments of the collaborating organization. Participates in efforts between all organizations that support Health and Physical Education in Connecticut.

NECROLOGY

Coordinates an annual Necrology report. The President and Executive Council shall fill this role.

PHYSICAL EDUCATION ADVISOR

Advises CTAHPERD on Physical Education. Acts as an advisor for the Conference and other workshops. Gives an annual report on Physical Education to the Executive Council.

RECREATION ADVISOR

Advises CTAHPERD on Recreation. Acts as an advisor for Recreation for Conference and other workshops. Gives an annual report on Recreation to the Executive Council.

RETIREES COORDINATOR

The president - Elect creates an annual report on retirees for the Executive Council and the newsletter. Supports recognitions for retirees.

PAST PRESIDENTS COORDINATOR

Communicates with Past Presidents and coordinates efforts to include them in the functions of the organization.

NOMINATING COMMITTEE

The nominating committee supports the Executive Council by finding members to fill positions. They make recommendations and initiate contacts for the purpose of filling positions within the organization.

STUDENT REPRESENTATIVES

Are currently enrolled as students in college in the area of HPERD. They are recommended by the college professors and selected by the President. They serve on the Student Leadership Division and are encouraged to attend the Executive Council Meetings as non-voting members.



Article XV - Divisions

Section 1. There shall be three committees: The Membership Services Committee, The Student Leadership Committee, and The Professional Development Committee

Section 2. The Executive may add to or change the committees by majority vote. Other committees and positions may be appointed at the discretion of the president and be confirmed by the Executive Council.

Section 3. Definition of and positions within the committees.

A. The Member Services Division

The Member Services Division plans, organizes, and facilitates programs/events, awards, and services that align with CTAHPERD's mission and supports the needs of our members.

Section 1. Positions on the Member Services Division will include:

Chairperson for Member Services
Awards/Scholarship/Grants Coordinator
Fundraising Coordinator/HMM
Bulletin Coordinator
Equity, Diversity and Inclusiveness Advisor
Advocacy Coordinator
Higher Education Liaison
Past Presidents Coordinator
Networking Coordinator Through Social Media
Membership Coordinator

B. The Student Advisory Division

The Student Advisory Division supports student involvement in CTAHPERD. The division organizes events and programs for future professionals and creates opportunities for them to grow in the profession.

Section 1. Members of the Student Advisory Division will include:

Chair - Chairperson for Student Leadership Division
Student Representatives



C. The Professional Development Division

The Professional Development Division supports the professional growth and advancement of our members by organizing sessions for the fall conference and through other opportunities, in a variety of areas, and to keep members up to date with pertinent information.

Section 1. Members of the Professional Development Committee will include:

Chair - Chairperson for Professional Development

Adaptive Advisor

Dance Advisor

Health Education Advisor

Health.Moves.Minds Coordinator

Physical Education Advisor

Recreation Advisor

Liaisons

Executive Council at a Glance

Executive Council Positions	Voting or non-voting EC Member	Appointed/Elected	Term
Past President	Voting	Rises to position	1 Year Term
President	Voting	Rises to position	1 Year Term
President Elect	Voting	Elected by membership	1 Year Term
Division Chairpersons • Member Services • Student Leadership • Professional Development	Voting (3)	Approved by EC	3 Year Term
Conference Program Coordinator	Voting	Appointed by President/Approved by EC	No Term Limit
Secretary	Voting	Appointed by President/Approved by EC	No Term Limit



Treasurer	Voting	Appointed by President/Approved by EC	No Term Limit
Membership Chair	Non-Voting	Appointed by President/Approved by EC	No Term Limit
Bulletin Editor	Non-Voting	Appointed by President/Approved by EC	No Term Limit
University Student Representatives (2 per)	Non-Voting	Appointed by Universities	2 Year Term
Executive Director	Non-Voting	Approved by the EC	No Term Limit Yearly Evaluation