

Texas Association for Health, Physical Education, Recreation, and Dance

OPERATING CODE FOR K-12 ADMINISTRATORS COMMITTEE

1. Name

- 1.1 The name of the committee shall be the K-12 Administrators Committee of the Texas Association for Health, Physical Education, Recreation, and Dance (TAHPERD).

2. Purpose

- 2.1 The purpose of the K-12 Administrators Committee is to select the individual to receive the K-12 Administrator of the Year Award.

3. Organization

- 3.1 The committee shall be organized as a standing committee of the Association.
- 3.2 The committee shall consist of nine (9) voting members including the Chair. Members shall be the three section officers of the Elementary and Secondary School Administrators Section, the three Vice-Presidents of the General Division, and three At-Large members appointed by the President.
- 3.3. The Chair shall be the Past Vice-President of the General Division.

4. Operation

- 4.1 The committee shall be responsible for soliciting nominations for the K-12 Administrator of the Year Award.
- 4.2 Upon receipt of formal nomination packets from the TAHPERD Office, members will be responsible for the selection of the K-12 Administrator of the Year Award Recipient.

5. Awards

- 5.1 The names of the award governed by this Committee is: K-12 Administrator of the Year
- 5.2 The purpose of this award is to:
 - 5.2.1 encourage and recognize outstanding administration and professional involvement by educators/professionals in K-12 education.
 - 5.2.2 Forward the names of these individuals, where appropriate, as candidates for the District and National awards given through the SHAPE America
- 5.3 Criteria – candidates must:
 - 5.3.1 Demonstrate leadership in K-12 HPERD disciplines at the local and state levels
 - 5.3.2 Demonstrate advocacy for quality education in the HPERD disciplines
 - 5.3.3 Demonstrate significant contributions to:
 - 5.3.3.1 Curriculum development
 - 5.3.3.2 Technology
 - 5.3.3.3 Innovation
 - 5.3.3.4 Staff development
 - 5.3.3.5 Program improvement
 - 5.3.3.6 Resource development in HPERD disciplines
 - 5.3.4 Provide three (3) letters of recommendation from employers, colleagues, and/or prominent persons in the profession.

6. Nomination/Application

- 6.1 Requests for nominations are to be published in the Spring issue of the *TAHPERD Journal* and/or newsletter and through forms provided at the TAHPERD Convention and on the TAHPERD website.
- 6.2 At the time of nomination, nominees must have been members of TAHPERD for five (5) years.
- 6.3 Any educator/professional who meets the criteria outlined may apply personally for the awards or be nominated by a colleague.
- 6.4 Nominations may be submitted to the TAHPERD Office on the form distributed at Convention or online at the TAHPERD website.
- 6.5 Additional data must be submitted upon request to the K-12 Administrators Committee Chair.
- 6.6 Members of the K-12 Administrators Committee are not eligible as candidates.
- 6.7 See the Operating Code of the Awards Committee for a timeline for nominations, balloting, and notification of award recipients.
- 6.8 Descriptions of the award recipients are to be published in the Fall issue of the *TAHPERD Journal*.
- 6.9 All materials pertaining to TAHPERD award recipients will be submitted, by the appropriate deadline, by the TAHPERD Office to the appropriate committee chair in the Southern District SHAPE America to be considered for the District award. District recipients are encouraged to attend the Southern District SHAPE America Convention. Materials concerning District recipients will then be submitted by Southern District SHAPE America for consideration at the national level (SHAPE America).
- 6.10 To be eligible for District or National awards, recipients must be members of SHAPE America. Current Southern District Division Vice Presidents and past Southern District SHAPE America award recipients are not eligible to be selected for the same Southern District SHAPE America award.

Adopted by the Board of Directors: April 2007
Adopted by the Representative Assembly: November 2007

Amended:
April 2011
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