

Colorado Department of Education Liaison (CDE)

Purpose:

This individual will serve the association by disseminating information about the Colorado Department of Education and COAHPERD programs, and other pertinent information to and from the Executive Board.

Organization:

The Colorado Department of Education Liaison shall assume office following the State Convention every year. This individual should have an understanding of the missions of both AAHPERD and CDE. This individual must be a current employee of CDE. This individual is a non-voting, appointed member of the Executive Board.

Responsibilities:

1. Attend all Executive Board meetings.
2. Submit a written and verbal report at each Executive Board meeting.
3. Submit a written report for each newsletter.
4. Maintain consistent communication with the Executive Director concerning pertinent CDE information.
5. Perform other duties as designated by the Executive Committee.
6. Submit items for silent auction and or other fundraising efforts.
7. Submit the end of the year report at the meeting prior to convention.
8. Preside at a minimum of two sessions at the convention.
9. Actively engage in convention duties and responsibilities.