

**TENNESSEE ASSOCIATION FOR  
HEALTH, PHYSICAL EDUCATION, RECREATION & DANCE**

*Promoting Healthy Lifestyles for All Tennesseans*

**CONSTITUTION AND BYLAWS  
2019 Revision**

**PREAMBLE**

The disciplines of health, physical education, recreation and dance are conceived as making significant and unique contributions to the achievement of the purposes and goals of all education. To provide for unity of purpose, cooperative and concerted action, intelligent direction and control and to make the greatest contribution to the goals of education, the Tennessee Association for Health, Physical Education, Recreation and Dance is hereby formed and the following Constitution and Bylaws are adopted.

**TAHPERD MISSION**

**PROMOTING HEALTHY, PHYSICALLY-ACTIVE LIFESTYLES FOR ALL  
TENNESSEANS**

# CONSTITUTION

## **Article I. Name**

### Section 1.

The organization shall be called the Tennessee Association for Health, Physical Education, Recreation and Dance.

## **Article II. Aims**

### Section 1.

The aims of the Association, consistent with the aims of general education, are:

- a. To provide for sound and adequate programs in health, physical education, recreation, dance and related areas, based upon the needs, interests and inherent capacities of the individual for his/her optimum development.
- b. To provide leadership essential to the continued development of sound and adequate programs in health, physical education, recreation, dance and related areas.
- c. To promote sound community relationships leading to adequate support for these programs.
- d. To stimulate an intelligent and comprehensive interest in health, physical education, recreation, dance and related areas.
- e. To encourage research and experimentation and to disseminate accurate information.
- f. To affiliate and to cooperate with other associations in improving the profession.
- g. To raise professional standards.
- h. To contribute to the individual's understanding of his/her role as a democratic citizen.

### Section 2.

The purposes for which the Association is organized are exclusively religious, charitable, scientific, literary and educational within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.

## **Article III. Organization**

### Section 1.

The Association shall be organized into divisions, sections and committees.

## **Article IV. Membership**

### Section 1.

The Association shall consist of members hereinafter provided.

## **Article V. Government**

### Section 1.

The business of the Association shall be conducted by an Executive Board, the officers, committees, and assembly of the membership as hereinafter provided.

## **Article VI. Meetings**

### Section 1.

The Association shall conduct regular and special meetings as hereinafter provided.

## **Article VII. Awards**

### Section 1.

Nominations for Administrator, Association Scholar, Athletic Director, Citations, Connie Hall Givens Coordinated School Health, Dance Educator K-12, Dance Educator College/University, Health Professional, Honor, Honorary Member, Life Fellow, Teachers of the Year, Health Education/Lifetime Wellness Teachers of the Year (K – 12 and College or University), James E. Ward Future Professional Honor, Pathfinder and Recreation Professional awards may be made by members to the Awards Committee. The Executive Board shall vote by secret ballot on nominees recommended by the Awards Committee.

## **Article VIII. Publications**

### Section 1.

The Association shall publish and distribute publications as hereinafter provided.

## **Article IX. Amendments**

### Section 1.

Amendments to this Constitution or the Bylaws which follow may be proposed at any annual or special meeting of the Executive Board. If the proposed amendment receives an affirmative vote of two thirds of the entire number voting, it shall be referred to a general session of the TAHPERD convention or to the membership by a mail referendum and if approved by a majority of the ones voting, it shall be adopted.

# BYLAWS

## Article I. Membership

### Section 1.

Members of the Association shall be designated as professional members, graduate student members, undergraduate student members, associate members, commercial members, institutional members, honorary members, retired members or Life Fellows.

### Section 2.

Professional members shall consist of persons professionally engaged in one or more of the various aspects of health, physical education, recreation, dance, sports and related areas.

### Section 3.

Graduate students shall include students enrolled at the post-baccalaureate level in institutions, which prepare students to specialize in the disciplines of health, physical education, recreation, dance, sports and related areas. Note: Persons fully employed in the above disciplines are classified as professionals, not eligible for student membership. Graduate assistants qualify for student membership.

### Section 4.

Undergraduate student members shall include students enrolled at the baccalaureate level in institutions, which prepare students to specialize in the disciplines of health, physical education, recreation, dance, exercise science, sports science, sport management and related areas.

### Section 5.

Associate members shall be those persons not professionally engaged in health, physical education, recreation, dance, sports programs or related areas.

### Section 6.

Commercial members shall represent those industries that manufacture goods or provide services for health, physical education, recreation, dance, sports and related areas.

### Section 7.

Institutional members shall include organizations and schools and departments of health, physical education, recreation, dance, sports and related areas.

Section 8.

Honorary members shall be persons outside the professions of health, physical education, recreation, dance, sports and related areas, elected to membership upon the basis of meritorious service in these or closely related fields. Honorary members also may be former members of the Association who have left the state.

Section 9.

Retired members shall be persons who have been members of TAHPERD, or AAHPERD/ Shape America and are no longer employed.

Section 10.

Life Fellows shall be TAHPERD members who have retired and have been honored with life membership on the basis of meritorious leadership and service to TAHPERD and to HPERD or related fields in the state

Section 11.

The annual dues shall be established by Executive Board.

No dues shall be assessed Honorary Members and Life Fellows. All members shall receive the official publications of the Association, either electronically or in printed form. Bona fide membership depends upon the payment of current dues. The membership year is from September 1 to August 31.

**Article II. Executive Board VS. TAHPERD Board**

Section 1.

The Executive Board shall consist of the President, President-elect, Past President, Executive Director, Vice Presidents of each division, Vice Presidents-elect of each division, Past Vice Presidents of each division, Chairs of the Standing Committees (Advocacy, Applied Strategic Planning, Awards, Constitution, Convention Programing, Convention Management, Finance, Joint Projects, Active Schools, Membership, Nominating, Site Selection, TAHPERD Talks); Committees of One (Archives, Grants, Necrology, Newsletter Editor, Social Media, Web Manager); and Special Appointees (Representative from American Heart Association, State Department of Education, and Tennessee School Health Coalition).

Section 2.

It shall be the duty of the Executive Board to initiate such business, as it deems desirable and other business as hereinafter provided.

Section 3.

The Executive Board may meet at the time and place of the state convention. Other meetings may be called by the President or at the written request of a majority of the Executive Board. The Executive Director shall notify all members of the Executive Board at least thirty days prior to the proposed meeting.

Section 4.

One third of the members of the Executive Board shall constitute a quorum for the transaction of business.

Section 5.

The President, President-elect, immediate Past President, Parliamentarian, and Executive Director shall constitute the Executive Committee and shall be authorized to conduct necessary business between Executive Board meetings. These meetings may be face-to-face, by conference call or through electronic means.

**Article III. TAHPERD Board**

Section 1.

The TAHPERD Board shall consist of the Executive Board and all section chairs.

Section 2.

Members of the TAHPERD Board are encouraged to attend any and all Executive Board meetings with full participation and full voting rights and may be requested to attend specific Executive Board meetings.

Section 3.

Reports by members of the TAHPERD Board may be submitted in person at an Executive Board meeting or in written form to the Executive Director prior to the meeting for inclusion in the proceedings.

**Article IV. Officers**

Section 1.

The officers of the Association shall consist of the President, the President-elect, the immediate Past President, the Executive Director and the three Vice Presidents of the divisions.

## Section 2.

The President shall act as the chairperson of the Executive Board, the TAHPERD Board and the Assembly and shall appoint all committee members as provided in Article VII.

## Section 3.

The President-elect shall act in the absence of the President and, in case of death or resignation of the President; the President-elect shall succeed the President for the unexpired term. If the President-elect is unable to perform his/her duties, the Executive Committee, with approval of the Executive Board, will appoint a new President-elect.

## Section 4.

The Executive Director shall keep the official record of all meetings of the Executive Board and the Assembly. The Executive Director shall be responsible for all finances of the Association and each year shall prepare a report. The Executive Director shall be bonded for the sum of money that is expected to be handled.

## Section 5.

The Vice Presidents shall be three in number and shall be the Vice President for Health and Wellness, the Vice President for Physical Education and the Vice President for the General Division. Each Vice President shall be responsible for his/her division's program, convention and ongoing activities and shall represent the division on the Executive Board.

## Section 6.

Officers, except the Executive Director, shall serve for one year or until their successors have been elected or appointed. The Executive Director shall be appointed by the Executive Board and serve at the discretion of the Association for an indefinite period. The Executive Director will have a contract or term appointment with the association, stating the financial package of the agreement and the length of term of the appointment. (Adopted 9/15/2007). The Executive Director shall be evaluated every year by the Executive Committee.

## Section 7.

Term of office shall be terminated for any officer of the Association upon acceptance of permanent employment outside Tennessee.

## Section 8.

In the event that the President shall take permanent employment outside Tennessee or shall be absent from the state for three or more months consecutively during a term of office, or in the event of the physical incapacity or death of the President, the President-

elect shall become President for the unexpired portion of the term and shall continue in that position during the succeeding term.

- a. A vacancy in the office of President-elect shall be filled by appointment of the Executive Committee, with approval by the Executive Board.
- b. Vacancies in the offices other than President and President-elect shall be filled for the unexpired term by appointment of the President, with the approval of the Executive Board.

## **Article V. Election of Officers**

### Section 1.

The Nominating Committee for President-elect and division Vice Presidents-elect shall be composed of the immediate Past President, who shall serve as chairperson, and the immediate Past Vice Presidents of the divisions.

### Section 2.

The Nominating Committee shall present a slate of at least one, preferably two names for President-elect and each of the division Vice Presidents-elect to the Executive Board for approval and shall supervise the election through a vote by mail and/or at the annual convention. Candidates must have previously consented, in writing, to their nominations.

### Section 3.

All officers shall be elected by the membership. A clear majority shall be indicated for one person; otherwise, the two persons with the highest number of votes shall again be voted on.

## **Article VI. Meetings of the Association**

### Section 1.

There shall be one regular meeting of the Association each year in the fall. This meeting shall be the TAHPERD convention.

### Section 2.

In the event unforeseen circumstances prevent any fall meeting of TAHPERD, it shall be the responsibility of the convention manager and the President to give proper notification of such cancellation. Those officers serving the preceding year will serve their terms until the next fall meeting is held.



Section 3.

As soon as possible after the annual elections and the fall convention have been completed, a Leadership Conference shall be held for the purpose of orienting new officers and planning association activities for the coming year. Attendees at the conference shall be the TAHPERD Board.

Section 4.

One third of the members registered at an annual convention shall constitute a quorum for the transaction of business.

**Article VII. Committees**

Committee members will serve on a 3 year rotational basis, with committee membership staggered to assure no more than 1/3 turn over each year. The Executive Director of the association serves as an ex-officio member of all committees.

Section 1.

There shall be standing committees, committees of one, special appointees and President's committees.

Section 2.

- A. The standing committees shall include Advocacy/Legislative, Applied Strategic Planning, Awards, Constitution, Convention Programming, Convention Management, Finance, Joint Projects, Active Schools, Membership, Nominating, Site Selection, Technology, and TAHPERD Talks.
- B. Committees of One shall be Archives, Grants, Necrology, Newsletter Editor, Social Media, TAHPERD Talks, and Web Manager.
- C. Special appointees include a representative from each of the following: American Heart Association, State Department of Education, Tennessee School Health Coalition.

Section 3.

The President's committees are indefinite in number and are appointed for relatively specific duties.

Section 4.

The President-elect shall appoint, with approval of the Executive Committee, all members of committees, including committee chairs, with the exception of the Nominating Committee.

Section 5.

Membership on standing committees shall be rotating three-year terms with the exception of the Nominating Committee. Membership on all committees shall be rotating three-year terms that can be reappointed. Appointees are determined by state positions and are continuous until the position at the state department is terminated or the person is replaced.

Section 6.

Membership on President's committees may be terminated at any time by the President and shall terminate at the conclusion of the President's term.

Section 7.

The functions, organization and methods of procedure of the various committees shall be set forth in the Operating Codes.

Section 8.

The Executive Director will serve as an ex-officio member of all standing committees.

**Article VIII. Divisions and Sections**

Section 1.

The term "division" refers to general professional areas of interest. The term "section" refers to specific professional areas of interest within a division. TAHPERD shall include three divisions, as follows: the Division of Health and Wellness, the Division of Physical Education and the General Division.

Section 2.

New divisions and sections may be formed upon recommendation of the Executive Board and a two-thirds vote of the Assembly at an official meeting.

Section 3.

Sections shall be allocated to a division of TAHPERD by a vote of the Executive Board. Each section shall have the right to fix the qualifications of its members, providing such action does not violate the Constitution and Bylaws or the best interests of TAHPERD.

Section 4.

Each section should present or sponsor a program in connection with the regular convention of the Association.

Section 5.

Meetings of each section held at the convention may be attended by any member of the Association.

Section 6.

The chairperson of each section is appointed by the Vice President-elect for the specific division and shall be a chairperson and a chairperson-select. Vacancies in section chairs shall be filled by appointment of the Vice-President, with the advice and consent of the Executive Committee.

Section 7.

The divisions and sections shall be as follows:

- a. **Health and Wellness Division**
  - (1) First Aid and Safety
  - (2) Fitness
  - (3) Coordinated School Health Education
  - (4) Lifetime Wellness
- b. **Physical Education Division**
  - (1) Dance
  - (2) Aquatics
  - (3) Pre-K, Elementary, Middle and Secondary Sections
  - (4) Adapted Physical Education
  - (5) Sports and Coaching
- c. **General Division**
  - (1) Higher Education
  - (2) Students
  - (3) Recreation
  - (4) Research
  - (5) Sport Management

**Article IX. Publications**

Section 1.

The TAPERD Newsletter shall be published periodically for the membership.

## **Article X. Awards** (Revised 10/29/2013)

### Section 1.

#### **Honor Award**

The candidate shall...

- Be a member of the TAHPERD.
- Be of high moral character and personal integrity.
- Exemplify the spirit of devoted service to the profession and has made an outstanding and noteworthy contribution to the advancement of health, physical education, recreation, dance, or related areas.
- Serve professionally in school, college, university, or community programs for at least 10 years in Tennessee.
- Demonstrate leadership or meritorious contributions through 3 or more of the following categories: an officer or member of TAHPERD Executive Board; section chair for TAHPERD; officer of an allied organization; chair of a TAHPERD committee or committee work with 3 or more years of service in state, district or national HPERD associations.
- Make significant contributions in the profession (e.g., presentations promoting TAHPERD, systematic research and writings for professional publications, outstanding original contributions to the profession)

### Section 2.

#### **Honorary Member Award**

The candidate shall...

- Be engaged in a field or profession other than health, physical education, recreation, dance and related areas.
- Exhibit strong support for programs of health, physical education, recreation, and/or dance in public schools, colleges, universities, or communities in the state of Tennessee **OR** be a former member of TAHPERD who has made significant contributions to the advancement of health, physical education, recreation, and dance and to TAHPERD but moved from the state prior to receiving an honor award.

### Section 3.

#### **Citation Award**

The Association may show appreciation to exhibitors who have exhibited at TAHPERD conventions for a period of five (5) or more years.

#### Section 4.

##### **Life Fellow Award**

This award is given in recognition of many years of meritorious leadership and service to TAHPERD and the fields of health, physical education, recreation and dance in Tennessee. The number of Life Fellow Award recipients shall be based on the number of eligible nominees each year. The recipient will receive a lifetime membership into TAHPERD.

The candidate shall...

- Be retired from teaching or administration in the field of health, physical education, recreation, or dance in Tennessee.
- Be a past recipient of the Honor Award, the Association Scholar Award, or have served as President of TAHPERD.
- Have been an active member of TAHPERD for 20 years and continuously rendered meritorious service in health, physical education, recreation, or dance.
- Be nominated by a TAHPERD member and recommended by the TAHPERD Awards Committee to the TAHPERD Executive Board.

#### Section 5.

##### **Association Scholar**

The candidate shall...

- Be a member of TAHPERD.
- Have a scholarly record for at least 5 years.
- Be currently producing scholarly materials.
- Be a significant contributor to areas of concern.
- Be capable of communicating ideas and facts to groups with diverse interests.
- Be willing to assume the following responsibilities for a period of one year:
  - Make a major presentation during the annual convention;
  - Visit schools, speaking to professional and nonprofessional groups;
  - Carry out similar assignments at the request of TAHPERD President and/or Executive Board.

#### Section 6.

##### **Teachers of the Year (Elementary, Middle, Secondary)**

The candidates shall...

- Be a member of TAHPERD
- Be a certified/licensed physical education teacher.

- Have a minimum of 5 years teaching experience in physical education and have a current full-time teaching contract.
- Currently have a minimum of 60% teaching responsibility in physical education.

Section 7.

### **Pathfinder Award**

The candidate shall...

Have made a significant contribution to girls and women in sport and in sport leadership in Tennessee.

Section 8.

### **Athletic Director of the Year Award**

The candidate shall...

- Have made a significant contribution within the field of athletic administration at the local and state levels.
- Have used athletics to achieve progress in the social and cultural environment of the school and community.
- Have made significant impact on the lives of students.
- Have received recognition as an athletic administrator.
- Be a current member of TAHPERD.

Section 9.

### **James E. Ward Future Professional Honor Award**

This award was established to recognize an outstanding Tennessee college or university student majoring in health, physical education, recreation, dance and/or related areas.

The candidate shall...

- Be a full-time student at the time the award is presented.
- Be a current member of TAHPERD for the year nominated for the award.
- Have declared a major in a field related to Health, Physical Education, Recreation, Dance and/or related areas.

Section 10.

### **Administrators' Award**

The candidate must be an outstanding administrator who has been highly supportive of the efforts, goals and/or activities of TAHPERD and its membership.

Section 11.

**Recreation Professional Award**

The candidate shall...

- Serve as a positive role model epitomizing the values and desired outcomes of recreation.
- Demonstrate enthusiasm for the recreation profession.
- Show interest in and sensitivity to the needs of students, clients and fellow professionals.
- Utilize various methodologies and implements creative, innovative, safe and effective courses/recreations programs.
- Assume responsibility for professional growth and evidences professional commitment through membership and involvement in local, and state organizations.

Section 12.

**Connie Hall Givens Coordinated School Health Award**

This award was established to honor the legacy of Connie Hall Givens and represent the influence she attributed to children's health in Tennessee. The candidate shall be a current representative of Coordinated School Health in Tennessee.

Section 13.

**Dance Educator K-12 Award**

The candidate shall...

- Have major responsibility for teaching dance in grades K-12.
- Be an elementary, middle, junior high or senior high teacher with a minimum of 3 years teaching experience.
- Teaches creatively and utilizes various methodologies.
- Be a member of TAHPERD.

Section 14.

**Dance Educator College/University Award**

The candidate shall...

- Have major responsibility for teaching dance at the college/university level.
- Be a college or university instructor with a minimum of 3 years teaching experience.
- Serve as a positive role model.
- Teaches creatively and utilizes various methodologies.
- Present a balanced and sequential curriculum.

- Assume responsibility for professional growth.
- Be a member of TAHPERD.

Section 15.

### **Health Education Professional Award**

This award is given to a Health Education Professional of the Year Agency/Public/Community; Business/Industry/Workplace or Clinical/Medical/Patient.

The candidate shall...

- Have 5 years experience in the category for which nominated. Attainment of a Health Education Professional of the Year in one category does not preclude the attainment of a subsequent award in a different category during another award cycle if the individual has practiced 5 years in the new category.
- Not need membership in TAHPERD or SHAPE America.
- Have a minimum of 3 years membership in a health organization.

Section 16.

### **Health Education/Lifetime Wellness Teacher of the Year Award (K-12, College or University)**

The candidate shall...

- Be a member of TAHPERD.
- Be a certified or licensed health education teacher, lifetime wellness teacher, or physical education teacher in K-12 or a higher education (college/university) teacher.
- Have a minimum of 5 years teaching experience in health education or lifetime wellness and currently teaching full-time. Currently have 50% of teaching responsibility in health education.

## **Article XI. Rules of Order**

Section 1.

Questions of procedure shall be decided by *Robert's Rules of Order* unless otherwise provided in the Constitution and Bylaws.

## **Article XII. Dissolution Clause**

Section 1.

In the event of dissolution, the residual assets of the organization will be turned over to one or more organizations which themselves are exempt as organizations as described in sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1954 or corresponding



sections of any prior or future Internal Revenue Code, or to the federal, state, or local government for exclusive public purposes.

## Section 2.

Notwithstanding any other provision of these articles, this corporation shall not carry on any other activities not permitted to be carried on by (a) a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law or (b) a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 or any other corresponding provisions of any future United States Internal Revenue law.