

VIRGINIA ASSOCIATION FOR HEALTH, PHYSICAL EDUCATION,
RECREATION AND DANCE

7.4

Legislative Affairs Committee Operating Code
Revised 04-06-2013

- I. NAME: Legislative Affairs Committee
- II. PURPOSE:
 - A. To monitor, initiate, and promote legislative action which concerns the Association.
- III. ORGANIZATION:
 - A. The Legislative Affairs Committee shall be a standing committee.
 - B. The committee shall consist of eight members including a chair; all members shall be appointed by the president-elect, with the approval of the Board of Directors with recommendations from the chair, who shall consider legislative influence and geographic representation.
 - C. The term of office shall be for three years, with two members' terms expiring each year.
 - D. The president and Executive Director shall be ex-officio members.
 - E. The committee shall have at least two meetings each year, one of which will be at the annual convention immediately following their appointment.
 - F. If a committee member resigns or is unable to fulfill committee responsibilities, the President shall appoint a replacement.
- IV. RESPONSIBILITIES:
 - A. Keep abreast of federal and state legislation affecting the Association.
 - B. Periodically contact and inform federal and state legislators and policymakers of concerns, issues, programs, and projects supported by the Association.
 - C. Hold an annual meeting with legislators/policymakers, and disseminate legislative information to the membership.
 - D. Inform the membership of the value of delegations, interviews, letter-writing, phone calls, and task forces in accomplishing Association goals.
 - E. Encourage membership to participate in various legislative support programs on state and national levels.

- F. Coordinate the public affairs effort in Virginia with that of Southern District AAHPERD and AAHPERD.
- G. Enlist the assistance of allied agencies and organizations.
- H. Encourage and support local school districts in making the public aware of the value of daily physical education (K-12) through various media.
- I. Submit a report to the membership as a regular column in the *Virginia Journal*, Website and Communicator concerning legislation affecting membership and/or actions of the Committee.
- J. Meet during the convention at a scheduled time.
- K. The Chair shall prepare a written annual report and submit to the Executive Director one week prior to the first Board of Directors meeting at the annual Convention.

V. AMENDMENTS:

Operating codes may be changed by submitting a written proposal, including rationale, to the Executive Director. The Executive Director shall submit the proposal to the Board of Directors not less than fifteen (15) days in advance of a vote. The proposal shall be adopted by a majority vote of the Board of Directors.