

MAHPERD STRATEGIC PLAN 9/10

GOAL 1: To continue to build a partnership with AHA, ALA, DOE, MRPA, University & Colleges and other organizations who are passionate for quality programs in health, physical education, recreation & dance.

ACTIVITIES	TIMELINE	PERSON RESPONSIBLE
1. Represent MAHPERD on Key Advisory, PE4ME, High School Diplomas & other state organizations that promote quality HPERD programs.	On going	Executive Director
2. Collaborate with AHA, ALA, Governors Council, MRPA, DOE, Universities & Colleges and other organization who have similar goals.	On going	Executive Director Executive Board Advocacy Committee
3. Continue to collaborate with higher education to cultivate stronger alliances that lead to increased participation of future professionals.	Ongoing	Executive Director President Council for Services
4. Provide avenues for higher education and the H/PE profession to stay informed regarding education initiatives.	Ongoing	Executive Board
5. Inform & Engage HPERD professionals in working on pilot projects including P.E. Fitness Pilot, H.S. Wellness Portfolio, a Maine based master in Health Education (UMF), etc.	Ongoing	DOE Liaison Executive Board Higher Education

Goal 2: To provide a quality conference that is based on current research and best practices and to provide the best professional development for all health, physical education, recreation, dance and future professionals.

Activities	Timeline	Person Responsible
1. Attend MAHPERD Conference Planning Meetings	Ongoing	Conference Planner Executive Director Executive Board
2. Recruit Keynote, presenters & presidors for annual conference. Submit paperwork to conference planner in a timely fashion.	Ongoing Presenters – Nov – June Presidors – June – Sept.	Conference Planner Executive Director Executive Board Committee Chairs Adapted Physical Education Liaison
3. Decide on evening programs, conference theme, silent auction, fundraising	Ongoing Theme & evening programs decided Nov. – Jan Fundraising – Jan – Oct.	Conference Planner Executive Director Executive Board Committee Chairs Adapted Physical Education & DOE Liaison
4. Work with the venue to provide a quality conference at a reasonable price.	Ongoing Nov - Feb	Executive Director Conference Planner
5. On-site coordinator during the conference	November	Conference Planner Executive Director
6. Manage registration, PO's & billing for the conference.	March – Nov.	Executive Director Treasurer
7. Provide members with updates about	Ongoing	Executive Board Executive Director

conference.		Web Master
8. Organize & finalize conference program	Aug-Sept	Conference Planner Executive Board
9. Prepare packets for conference attendees	Sept & Oct.	Conference Planner Executive Board
10. Fundraising at and for the conference.	November	Fundraising Chair President President Elect Executive Director
11. Contact & coordinate exhibits for annual conference	Sept – Nov	Executive Director Fundraising Chair President Executive Board
12. Provide principals, superintendents & members award nomination forms.	Jan – Oct.	Award Committee Chair
13. Contact award nominees and provide the necessary paperwork.	March – November	Award Committee Chair
14. Create a committee to review & select award winners, notify nominations of their status.	February & August	Awards Committee Chair
15. Provide Conference Planner with award winner names & photos.	February & August	Awards Committee

16. Provide PowerPoint, posters, create an award banquet program & MC at the awards banquet	September 30	Awards Committee Chair
17. Be a liaison between MAHPERD, EDA & University faculty to inform & provide paperwork to students, about the Outstanding Future Professional program.	March	EDA Council For Services
18. Select a committee to review future professional applications	August-September	EDA Council For Services
19. Notify future professionals & awards chair of selections and invite OFP's to the banquet for recognition.	September	EDA Council For Services
20. Write articles promoting and summarizing MAHPERD conference & award winners for the newsletter	Nov-Dec	Awards Chair Executive Director
21. Evaluate the conference	Nov	Executive Board
22. Purchase supplies, gifts & other necessities for conference.	On Going	Executive Director
23. Manage on-site registration	Conference	Executive Director

GOAL 3: To provide members an opportunity to communicate, network, and stay current in their profession through regional workshops, newsletters, websites and e-mails.

ACTIVITIES	TIMELINE	PERSON RESPONSIBLE
1. Provide annual paper newsletter in September. Work with printing company & provide MAHPERD member labels.	September	Executive Director Executive Board
2. Update and provide a quality website.	Ongoing	Webmaster Executive Director Executive Board
3. Provide updates on workshops & professional information that are pertinent to the MAHPERD membership.	Ongoing	Executive Director Executive Board
4. Provide professional development opportunities through regional workshops.	Ongoing	Executive Board
5. Provide opportunities for members to improve programs through curriculum grants.	January - June	Grants Committee Chair Executive Board
6. Provide professional development opportunities for members to attend MAHPERD, EDA and/or AAHPERD national convention.	March, April, November	Executive Board President
7. Provide a membership directory and make it available to all MAHPERD members.	January/February	Executive Director Membership Committee
8. Provide monthly constant contact update to membership	January - December	Executive Director Executive Board

Goal 4: To continue to represent and advocate for health, physical education and dance at the local, state, regional and national levels.

ACTIVITIES	TIMELINE	PERSON RESPONSIBLE
1. Promote Maine AHPERD and its goals & mission.	Ongoing	Executive Director Executive Board Committee Chairs
2. Provide representation at EDA convention, AAHPERD National Convention, AAHPERD Leadership Conference, EDA Leadership Conference, MAHPERD Leadership Conference.	Ongoing	EDA Council for Convention Council for Services Executive Director President President-elect
3. Make travel & hotel arrangements for Executive Board Travel.	Ongoing	Executive Director
4. Attend appropriate meetings promote quality programs in health, physical education, recreation & dance. (key advisor meetings.PE4ME, key advisory meetings, advocacy meetings governor’s council)	Ongoing	Executive Director Executive Board
5. Participate in state, regional and national events (legislative wellness day, Wellness Conference, MPA Conference, EDA, AAHPERD)	Ongoing	Executive Board Executive Director Promotion Chair
6. Collaborate with DOE	Ongoing	Executive Director Executive Board DOE Liaison
7. Encourage & Invite individuals to attend/present at MAHPERD meetings.	Ongoing	Executive Director Executive Board
8. Promote & maintain an active advocacy committee.	Ongoing	Executive Board

9. Advocate for legislation on the state, local & national level	Ongoing	Executive Board Membership
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GOAL 5: To identify and sustain strong leadership.

ACTIVITIES	TIMELINE	PERSON RESPONSIBLE
1. a) Organize & facilitate MAHPERD Leadership Conference. b) Promote and discuss the relationship between AAHPERD, EDA and MAHPERD.	November MAHPERD Leadership Conference November MAHPERD Leadership Conference	President Executive Director Past President President - elect
2. Recruit new membership and develop leaders.	Ongoing	Executive Board
3. Appoint committee chairs, discipline reps. and liaisons as stated in MAHPERD bylaws.	October & November	President
4. Determine Executive Board Meetings for upcoming year.	October	President-elect
5. Act as the nomination committee chair.	October/November	Past President
6. Acknowledge the work of the Executive Board. (letters to school district, thank you notes, public acknowledgement for time & dedication).	Ongoing	Executive Director President
7. Create agenda & Facilitate Executive Board Meetings.	Bi-monthly	President
8. a) Record & publish the minutes of the board meetings. b) Provide an annual report to the membership.	Bi-monthly November	Recording Secretary
9. a) Pay bill &, provide budget updates/report for MAHPERD Meetings b) Prepare & report out to	Ongoing	

the membership the annual MAHPERD Budget report. c) Provide annual yearly report to AAHPERD	November August	Treasurer
10. Prepare budget for upcoming year.	March & April	Executive Director Treasurer, President President-elect
11. Work within the yearly budget.	Ongoing	Executive Board
12. Attend MAHPERD Executive Board Meetings.	Bimonthly	Executive Board
13. Attend Annual MAHPERD Leadership Workshop.	November	Executive Board Executive Director Committee & appointed representatives
14. Review & provide the strategic plan to board members and the membership.	December - November	Executive Director President Past President
15. Articulate the goals of Maine AHPERD's strategic plan	On-going	Executive Board
16. Publish strategic plan and goals on the MAHPERD website	January	Executive Director Web Master

Goal 6: Maintain a fiscally sound state professional organization.

1. Investigate creative fundraising ideas	On- going	Executive Director Executive Board
2. Investigate opportunities to acquire sponsorships of corporations or businesses	On-going	Executive Director
3. Continue to produce quality, conferences, workshops and in-service programs to insure profits	On-going	Executive Director Executive Board
4. Continue to support the Jump Rope for Heart and Hoops for Heart programs	On-going	Jump and Hoops Chair Executive Director Executive Board

