



Association of Texas Professional Educators®

Region Officer Role Descriptions

The ATPE State Bylaws call for each ATPE region to have a director, president, vice president, secretary, treasurer, and immediate past president. They collectively form the Region Executive Committee. The director serves a two-year term, while the other five officers each serve a one-year term.

All six of the region's officers are entitled to serve as voting delegates in the ATPE House of Delegates (HOD). Some regions may elect additional officers not required by the ATPE State Bylaws, but those additional officers are not granted automatic status as voting delegates in the HOD.

The duties of the six region officers are outlined in the ATPE State Bylaws (Article V, Section 3, and Article VIII, Section 5) and summarized as follows:

Region Director: The region director serves as a member of the ATPE Board of Directors, which manages the affairs of ATPE and is the association's governing body. The directors collectively have many duties at the state level, which include but are not limited to appointing committees, adopting bylaws and other association policies, approving ATPE's annual budget and providing fiscal oversight, hiring the executive director, contracting with outside attorneys and auditors, and setting the association's annual membership dues amounts. Additionally, each director is responsible for the coordination of the activities between ATPE and the director's region. Finally, the director aids in the formation of local units.

Region President: The region president plans and presides at region meetings and directs the planning of all programs. The region president assists the region director in the coordination of the activities between ATPE and the region. Additionally, the region president performs all duties related to the office of region president and all other duties given by the region's bylaws.*

Region Vice President: In the absence of the region president, or in the event the region president is unable to act or refuses to do so, the region vice president performs the duties of the region president. When so acting, the region vice president has the powers of and is subject to all the restrictions placed upon the region president. The region vice president shall perform other duties as may be assigned by the region president or by the region.

Region Secretary: The region secretary keeps the minutes of all meetings and performs all duties related to the office of region secretary and other duties as may be assigned by the region president.

Region Treasurer: The region treasurer has charge and custody of and is responsible for all funds. The region treasurer shall perform all the duties related to the office of region treasurer and other duties as may be assigned by the region president. The region treasurer keeps the officers fully apprised of the financial condition of the region and provides a written treasurer's report at least annually.

***Immediate Past Region President:** The region president becomes the Immediate Past Region President the following year. The immediate past region president performs duties as may be assigned by the region president.