

REGIONAL DIRECTORS

- I. The STAT President shall appoint at least one Regional Director for each of the 22 STAT regions at the beginning of his/her term of office.
- II. The primary purpose of the Regional Directors is to increase the membership of STAT.
- III. STAT Regional Directors should actively participate in conducting any STAT Mini-CASTs (regional science conferences) held in their region.
- IV. STAT Regional Directors should actively solicit and submit articles and information from their respective regions for the *STATellite* (Regional Ramblings) and *The Texas Science Teacher* at a minimum rate of one article per year per region.
- V. The STAT Regional Directors may each be provided reimbursement for telephone and postage expenses up to \$100.00 per year for conducting STAT business provided that receipts are submitted. Communication costs that will exceed \$100.00 must have approval by the STAT Executive Committee. Any *other* reasonable expenses, such as recruitment events, must be pre approved by the Executive Committee.
- VI. STAT Regional Directors shall submit an annual report in writing to the Chair of the Membership/Regional Conference Committee at the Regional Directors meeting at CAST. The report shall be archived by the STAT Executive Director.
- VII. The President of STAT may relieve any STAT Regional Director who is not actively following the job description for that position of his/her position.
- VIII. See STAT Regional Directors Timeline for a listing of duties and due dates.

Regional Education Service Centers, Region Headquarters

| | | | |
|----|----------------|----|-------------|
| 1 | Edinburg | 11 | Ft. Worth |
| 2 | Corpus Christi | 12 | Waco |
| 3 | Victoria | 13 | Austin |
| 4 | Houston | 14 | Abilene |
| 5 | Beaumont | 15 | San Angelo |
| 6 | Huntsville | 16 | Amarillo |
| 7 | Kilgore | 17 | Lubbock |
| 8. | Mount Pleasant | 18 | Midland |
| 9 | Wichita Falls | 19 | El Paso |
| 10 | Richardson | 20 | San Antonio |

ADDRESSES FOR REGIONAL EDUCATION SERVICE CENTERS MAY BE OBTAINED FROM THE T.E.A. TEXAS SCHOOL DIRECTORY
CONTACT THE PUBLICATIONS DISTRIBUTION OFFICE OF
TEXAS EDUCATION AGENCY
1701 N. CONGRESS AVE.
AUSTIN, TX 78701

STAT Regional Directors Timeline

June

1. Request updated STAT Policy and Procedures Manual from STAT Executive Director.
2. Send articles to the *Statellite* editor by district/region by June 15 (see form in Publications section of the Policy and Procedures Manual).

July/August

1. Send copies of the STAT membership form to region science coordinators with a letter asking them to submit articles.
2. Recruit new members.
3. Promote having a regional conference in your region.

September

1. Contact STAT President-Elect or Co-Chair of STAT Membership/Regional Conference Committee to sign up for STAT hospitality or presider booth at CAST.
2. Notify STAT Executive Director if you will attend STAT Regional Directors' meal function Thursday p.m. at CAST.
3. Submit article to *STATellite* editor by August 5.
4. Register for CAST.
5. Encourage local teachers to attend CAST.

October/November

1. Prepare annual activity report for CAST regional directors meeting. The report should follow the format in the Board of Directors section of the STAT Policy and Procedures Manual. (The STAT President-Elect will submit a regional summary report to the STAT Board of Directors.)
2. During CAST, STAT Regional Directors should:
 - a. Work hospitality booth/presiders booth.
 - b. Attend STAT membership meeting.
 - c. Help with registration, convention, and welcoming attendees.
 - d. Attend STAT Regional Directors meeting.
 - e. Pass out membership forms and greet new members.
 - f. Attend meeting and meal function.

December/January

Submit article to *STATellite* editor by December 5.

February

Submit article to *STATellite* editor by February 5.

March/April/May

1. Plan next year's activities.
2. Recruit mini-CAST chairpersons.
3. Submit programs to the *STATellite*.
4. Plan in-service activities for local districts.
5. Recruit new members at in-service