

MICHELLE

file: P&D

Accountability Document

Position: Chairperson, Public Relations and Liaison

Task	Designated Timeline *	Status **
Follow procedures for organizing and publicizing School Psychology Week in Kentucky	Yearly- mid July thru Aug.	①
Follow steps in publicizing the KAPS fall conference	Yearly- two week prior to the conference	②
Stock and disseminate KAPS publicity items; stock and disseminate the NASP School Psychology pamphlet	OG	③
Follow procedures for establishing contacts with other professional organizations	OG	④
Arrange for KAPS review to be sent to key KDE staff and the education committee of the legislature	OG with publication of the KAPS Review	⑤
Arrange for superintendents to get mailings on school psych. services and notifications of KAPS' sponsored trainings	OG-beginning in fall of 1997	⑥
Arrange for the KAPS speakers list to be disseminated to all educationally affiliated groups (i.e., CHADD, CEC, LDA, KY-SPIN)	OG	⑦