

Constitution & Bylaws—CTCTM

Central Texas Council of Teachers of Mathematics

ARTICLE I: NAME AND AFFILIATION

Section 1. The name of this organization shall be the Central Texas Council of Teachers of Mathematics (CTCTM).

Section 2. This Association shall be an affiliate of the National Council of Teachers of Mathematics (NCTM).

ARTICLE II: PURPOSE

Section 1. The purpose shall be to enable mathematics educators in Central Texas to collaborate with colleagues, share ideas and experiences; to disseminate information about reform in mathematics education; and to support professional development in the mathematics community.

ARTICLE III: MEMBERSHIP

Section 1. There shall be two types of membership in this Association: namely, full member or student.

Section 2. Full membership shall consist of all persons having an expressed interest in the purpose of the organization and who have paid the annual membership dues of this Association.

Section 3. Student memberships shall be defined as those members who are enrolled as full-time graduate or undergraduate students of higher learning and who have paid the annual student dues of this Association. Student members shall enjoy all the privileges of this Association except those of holding office and chairing committees.

ARTICLE IV: OFFICERS

Section 1. The elected officers of this Association shall be a president-elect, four vice-presidents, a secretary, a treasurer, a membership chair, a newsletter editor, a community relations representative, and a National Council of Teachers of Mathematics representative of the Central Texas Council of Teachers of Mathematics.

Section 2. A CTCTM Vice-President for pre-service teachers will be appointed by the Executive Council. The Vice-President for pre-service teachers will serve a one-year term.

Section 3. A CTCTM webpage editor will be appointed by the Executive Council. The webpage editor shall serve a two-year term.

Section 4. The president-elect shall serve one year as president-elect, two years as president and one year as past president. All other officers shall serve for a two-year term that will begin at the conclusion of the first executive council meeting following the election.

Section 5. The Executive Council shall constitute the governing body of this Association. Membership on the Council shall be as follows: the officers provided for in Sections 1-3.

Section 6. Any executive officer who is absent from two or more CTCTM executive meetings per year may be removed from office by a two-thirds vote of the Executive Council.

Section 7. Any executive officer who does not execute the duties of the office may be removed from such office by the Executive Council.

ARTICLE V: ELECTION OF OFFICERS

Section 1. The officers of this Association shall be elected annually in the Spring by a majority of those bona fide members voting.

Section 2. The Executive Council shall have the power to fill any vacancies within its membership occurring after the annual Spring election of this Association. In the event of a vacancy in the office of president, the president-elect shall assume the president's duties and responsibilities but shall retain the office of president-elect.

Section 3. Elected on the odd numbered years are these officers: president-elect, secretary, two vice-presidents (middle school and college/university), a newsletter editor, and a community relations representative. Elected on the even numbered years are the treasurer, the membership chair, two vice-presidents (elementary and high school), and the National Council of Teachers of Mathematics Representative.

ARTICLE VI: MEETINGS

Section 1. There shall be at least two meetings of this Association per academic year. The time and place will be determined by the Executive Council.

ARTICLE VII: AMENDMENTS

Section 1. This constitution may be amended by a two-thirds (2/3) majority vote of those bona fide members present and voting at a meeting of this Association. Such amendment(s) will become effective immediately following the close of said meeting.

Section 2. The procedure for presentation of proposed amendment(s) shall be as follows: (a) The proposed amendment(s) in writing and bearing the name(s) of the author(s) and rationale for change shall be submitted to the Executive Council; (b) The

proposed amendment(s) shall be published in the CTCTM newsletter or be mailed to each member at least 30 days prior to the announced meeting of this Association.

ARTICLE VIII: DISSOLUTION

Section 1. If, at any time, the Central Texas Council of Teachers of Mathematics shall cease to carry out the purpose as stated in Article II, Section 1, all assets and properties held by the Corporate Organization, whether in trust or otherwise, shall, after payment of its liabilities, be paid over to an organization selected by the Executive Council, which has similar purposes and has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code of 1954 as now enacted or as it may hereafter be amended and as such assets and property shall be applied exclusively for such charitable, scientific and educational programs.

Bylaws

ARTICLE I: DUTIES OF THE OFFICERS

Section 1. The duties of the president are:

1. To preside at all executive council and general membership meetings;
2. To appoint all necessary committees in addition to those provided for in this constitution;
3. To see that all accepted policies of the organization are carried out;
4. To serve as an ex-officio member of all committees.

Section 2. The duties of the president-elect, the past-president, and the vice-presidents are:

1. To serve on committees as assigned by the president;
2. In the absence of the president, to serve in that place as asked by the president.

Section 3. The duties of the secretary are:

1. To keep all records and minutes of all general and executive council meetings;
2. To have these records and minutes collected and available for reference at all meetings;
3. To attend to such correspondence as the president and/or Executive Council deems necessary.

Section 4. The duties of the treasurer are:

1. To maintain all banking, budgetary, and financial records of this Association;
2. To provide a report of all receipts and disbursements at executive council and general membership meetings;

3. To advise and assist in the preparation of a budget of revenues and expenditures for each fiscal year, which begins on January 1 and ends on December 31 of the same calendar year, for consideration at the fall executive council meeting;
4. To assist the membership chairperson.

Section 5. The duties of the NCTM Representative are:

1. To promote activities of and membership in the NCTM;
2. To ensure that NCTM educational materials and products are available to members at meetings of CTCTM;
3. To assist the membership chairman;
4. To serve as liaison between CTCTM and NCTM.

Section 6. The Executive Council shall meet at times and places upon notice from the president or the majority of the members of the Executive Council as determined by a phone or written poll of said members. A majority of voting members must be present in order to conduct business. The duties of the executive council are:

1. To act as the governing council of this Association;
2. To fill any vacancy occurring in an office as specified in Article IV of the Constitution;
3. To approve the budget and to supervise all expenditures of this Association;
4. To have the power to decide on all council matters not clearly stated in the Constitution and Bylaws neither of this Association, nor in the Constitution and Bylaws of the National Council of Teachers of Mathematics.

Section 7. The duties of the newsletter editor:

1. To publish and disseminate at least two newsletters/bulletins a year;
2. To publish and disseminate necessary notices as directed by the president or the Executive Council;
3. To publish and disseminate proposed amendments to the Constitution and Bylaws of this association.

Section 8. The duties of the community relations representative are:

1. To report to the general membership and the executive council those legislative/governmental proposals and actions related to the purposes of this Association;
2. To provide CTCTM/NCTM position papers and publications to policy makers on state and local levels as directed by the Executive Council.
3. To provide information about local issues to NCTM's External Relations Committee.
4. To serve as this Association's liaison to local media and community groups.

Section 9. The duties of the membership chairman are:

1. To maintain current membership information of this Association;
2. To provide membership verification to the members of this Association;
3. To assist the members of the Executive Council and other committees of this Association in dissemination of information to the general membership.

Section 10. The duties of the webpage editor are:

1. To maintain a current, dynamic, and accurate CTCTM webpage;
2. To provide the Executive Council with regular updates regarding revisions and improvements to the webpage.

ARTICLE II: DUES

Section 1. The membership year of this Association shall extend one calendar year from the date of payment.

Section 2. The annual dues for full membership in this Association shall be fifteen dollars (\$15.00) per membership year, payable to CTCTM.

Section 3. The annual dues for student membership in this Association shall be five dollars (\$5.00) per membership per year, payable to CTCTM.

Section 4. Verification of membership bearing the period for which membership is effective shall be issued to each member by the membership chairman.

ARTICLE III: COMMITTEES

Section 1. The President and/or Executive Council shall appoint a conference chair for the proposed conference. The chair shall select appropriate conference committee members.

Section 2. A nominating committee of at least three (3) shall be selected annually by the Executive Council.

ARTICLE IV: AMENDMENT OF BYLAWS

Section 1. The Bylaws may be amended by two-thirds (2/3) majority of the bona fide members present and voting at a meeting of this Association. Such amendments will become effective immediately following the close of said meeting.