

## **Constitution**

### **Article I – Name and Affiliation**

**Section 1.** The name of this organization shall be the Mississippi Council of Teachers of Mathematics (MCTM).

**Section 2.** This organization shall be affiliated with the National Council of Teachers of Mathematics.

### **Article II – Purpose**

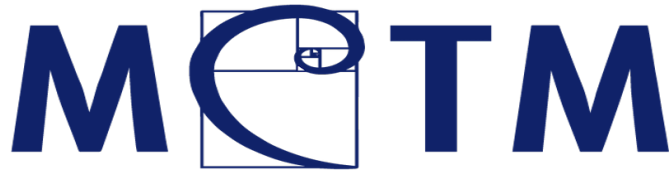
This Mississippi Council of Teachers of Mathematics declares its purpose as follows:

- a. To encourage an active interest in mathematics.
- b. To afford a medium of interchange of views regarding the teaching of mathematics.
- c. To further the cooperative study of problems relating to the teaching of mathematics at all five levels of instruction – elementary, middle school, high school, community college, and senior college.

### **Article III – Membership**

The Council shall be composed of regular members, associate members, and honorary members.

- a. Regular members – Regular members shall consist of those persons actively engaged in mathematics education in the state of Mississippi and who have paid the membership dues of this Council annually.
- b. Associate members – Associate membership shall be of two types:
  1. Student members - Student membership shall consist of all students, who upon graduation shall become eligible for active membership in the Mississippi Council of Teachers of Mathematics, and who have paid the membership dues of this Council annually. Student members shall enjoy all the privileges of the Council except those of voting and holding office.
  2. Persons interested in mathematics who do not qualify for regular membership and who have paid the membership dues for this Council annually. These members shall enjoy all of the privileges of the Council except those of voting, holding office, and participating in committee assignments.
- c. Honorary members – Any person who is not a regular member or associate member may become an honorary member provided they have retired and have been active in mathematics education prior to retirement. Honorary members shall have a voice but no vote, and shall not hold office or make motions. Honorary members shall pay no dues.



#### **Article IV – Officers and Board of Directors**

**Section 1.** The officers of this Council shall be a President, a President-Elect, five Vice-Presidents representing each level of instruction, a Secretary, a Treasurer, a National Council of Teachers of Mathematics Representative, and Communication Director. Their terms of office shall begin immediately at the close of the annual conference.

**Section 2.** The Board of Directors shall constitute the governing body of this Council. Membership on the Board shall be as follows: The Officers provided for in Section 1, Representatives from the MCTM Districts, Local Conference Chair, Conference Program Chair, the MCTM Trust Fund Representative, the Teacher of the Year/Graduate Scholarship Chair, and the 7<sup>th</sup> and 8<sup>th</sup> Grade Mathematics Tournament Chair. Ex-officio members include the immediate past-President and the State Mathematics Content Specialist from the State Department of Education.

**Section 3.** Any Board member not attending at least one third of the yearly Board meetings or not fulfilling their duties as outlined in the Bylaws will be considered inactive and a replacement may be appointed by the Board to begin serving immediately to complete the unexpired term.

#### **Article V – Meetings**

There will be one meeting each year of the Council at such time and place as determined by the Board of Directors.

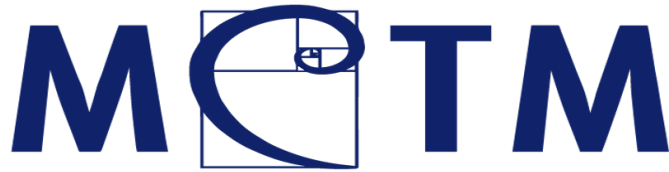
#### **Article VI – Amendments**

**Section 1.** This constitution may be amended by a two-thirds majority of those bona fide regular members present and voting at the annual meeting. Such amendments become effective following the close of the annual meeting.

**Section 2.** The procedure for presentation of proposed amendment(s) shall be as follows: The proposed amendment(s), in writing and bearing the name(s) of the author(s), shall be submitted to each member of the Board of Directors sixty days prior to the annual meeting. Announcement of proposed changes must be included in the general announcement of the annual meeting of the Mississippi Council of Teachers of Mathematics.

#### **Article VII – Dissolution Clause**

If at any time, the Mississippi Council of Teachers of Mathematics shall cease to carry out the purposes as herein stated, all assets and property held by it, whether in trust or otherwise, shall, after the payment of its liabilities, be paid over in an organization, selected by the final Board of Directors of the Mississippi Council of Teachers of Mathematics, 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 such assets and property shall be applied exclusively for such charitable, scientific, and educational programs.



## **Bylaws of the Mississippi Council of Teachers of Mathematics**

### **Article I – Election of Officers**

**Section 1. Nominations** – The President shall appoint a nominating committee consisting of the President and three other Board members. Prior to the annual conference, the nominating committee will recommend at least one person for each expired position. Nominations may be made from the floor immediately following the report of the nominating committee to the MCTM membership.

**Section 2. Elections** – The officers of the Mississippi Council of Teachers of Mathematics shall be elected at the annual conference of the Council by a majority vote. The term of office shall be three year rotating terms and subject to reelection with the exceptions noted under duties of officers. Initially decided by random selection, offices shall be staggered so that a rotating Board shall be established.

**Section 3.** If any office, other than that of President, becomes vacant, the President shall appoint a member to fill that office for the remainder of the un-expired term. If the office of President becomes vacant, the President-Elect shall fill that office for the remainder of the un-expired term.

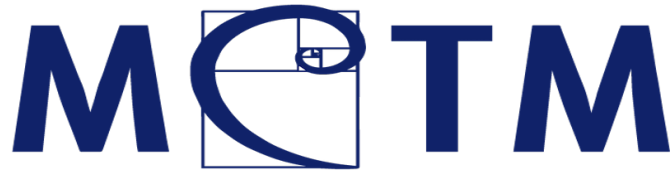
### **Article II – Duties of Officers and Board of Directors**

**Section 1.** The duties of the President shall be as follows: to preside at all business meetings of the Council and of the Board of Directors; to submit programs and policies to the Board of Directors for approval; to appoint chairpersons of standing committees, with the assistance and approval of the Board of Directors; to appoint such other committees as are not otherwise provided for; to see that all accepted policies of the Council are carried out; to serve as chair of the nominating committee and ex-officio on all other committees; and serve as the official contact with NCTM. The term of office shall be one year.

**Section 2.** The President-Elect shall assume the duties of the President in the absence of that officer and shall have been the Local Conference Chair of the annual conference the previous year. The term of office shall be one year.

**Section 3.** The five Vice-Presidents shall be members of the Program Committee and represent the five educational levels on the Mississippi Council of Teachers of Mathematics Board. The term of office shall be three years. The current officer may seek re-election.

**Section 4.** The Secretary shall keep a list of all Board members and their addresses. Shall keep a record of all proceedings of the Council and Board of Directors' meetings, and shall maintain accurate and complete membership records of the current and prior year's MCTM membership. The term of office shall be three years. The current officer may seek re-election.



**Section 5.** The Treasurer shall be bonded and will receive all dues and other manner of income; pay all routine bills provided for by the annual budget and such other bills as are approved by the Board of Directors; present at each Board meeting an itemized report of incoming, outgoing, and outstanding items; and keep records which shall be audited by June 1 of each year by an Auditing Committee consisting of at least the following: an external accountant or equivalent and two Board members, one being the past treasurer. The term of office shall be three years. The current officer may seek reelection.

**Section 6.** The National Council of Teachers of Mathematics Representative shall promote membership in the National Council of Teachers of Mathematics, advertise National Council activities, stimulate publicity for the National Council and the teaching of mathematics in Mississippi. The NCTM Representative shall also be responsible for contacting, organizing and making arrangements for vendors at the annual conference. The term of office shall be three years. The current officer may seek re-election.

**Section 7.** The Communication Director shall work with the Webpage Editor, Newsletter Editor and Social Media Editor to coordinate all communication coming from the MCTM Officers and Board of Directions. The Communication Director will hold one of these Editor positions. The term of office shall be three years. The current officer may seek re-election.

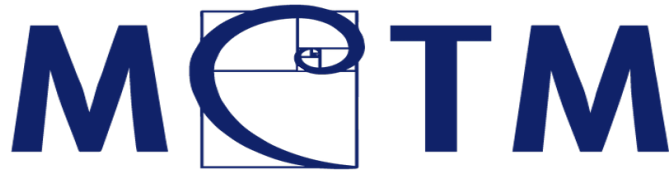
**Section 8.** The Representatives from the MCTM Districts shall promote membership in their district, assist in planning programs, serve as contact person in their district, act as the public relations representative in their district, preside at the district meetings of the Mississippi Council of Teachers of Mathematics, and serve as members of the local organization committee for the annual conference. The MCTM District Representative from the district where the conference will be held will serve as the food chairperson for the conference. The term of office shall be three years. The current officer may seek re-election.

*The following Board of Director positions are appointed by the Officers and not elected by the MCTM membership at the annual conference.*

**Section 9.** The Conference Program Chair shall organize and direct a Conference Program Committee. This committee will select a theme, recruit and select speakers and create the program and time schedule for the MCTM Annual Conference. The term of office shall be three years. The current officer may seek re-election. In the event that no Conference Program Chair exists, the Local Conference Chair will fulfil these duties.

**Section 10.** The Local Conference Chair shall select a site for the annual conference and organize a local conference committee. The local conference committee will make all site arrangements for the annual conference.

**Section 11.** The MCTM Trust Fund Chair shall coordinate the publicity and selection of each year's Trust Fund winner(s). If no applicants meet the requirements, a Trust Fund award does not have to be awarded. The term of office shall be three years. The current officer may seek re-appointment.



**Section 12.** The MCTM Teacher of the Year / Graduate Scholarship Chair shall coordinate the publicity and selection of each award. If no applicants meet the requirements, an award does not have to be awarded. The term of office shall be three years. The current officer may seek re-appointment.

**Section 13.** The 7th and 8th Grade Math Tournament Chair shall coordinate the state's 7th and 8th grade math tournaments consisting of publicity, tests, judges, and awards for the winners. The term of office shall be three years. The current officer may seek re-appointment.

**Section 14.** The MDE State Mathematics Testing liaisons shall provide information and potential training opportunities for the Officers, Board of Directors and general membership of the organization. The holder of this position must be employed at the MDE testing office and be a past mathematics teacher.

*The following position, which are neither Officers nor members of the Board of Directors are appointed by the Officers and not elected by the MCTM membership at the annual conference.*

**Section 15.** The Local Conference Co-Chair shall be the Local Conference Chair for the following year's annual conference and will serve on the local conference committee for the present year's annual conference

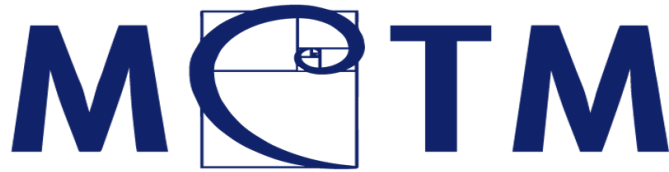
**Section 16.** The Conference Program Co-Chair shall assist the Conference Program Chair with the selection of a theme, recruit and select speakers and create the program and time schedule for the MCTM Annual Conference, as well as other duties as appropriate relating to the conference program. The term of office shall be three years. The current officer may seek re-election. The Conference Program Co-Chair can move into the Conference Program Chair position if that position becomes vacant. If the Conference Program Co-Chair moves to the Conference Program Chair position, their term in office will be a new 3 years.

**Section 17.** The Communications Committee members who are not in the position of Communication Director will serve the following terms: Webpage Editor and Newsletter Editor three years. The Social Media Editor will sever a one year term. The Newsletter Editor will create a minimum of four regular issues a year as well as special issue when appropriate. All members of the Communication Committee would be part of the Program Committee for the annual conference handling the dispensing of all publicity and information for the conference.

### **Article III – Dues**

**Section 1.** Dues for regular members in the Mississippi Council of Teachers of Mathematics shall be determined by the Board.

**Section 2.** Dues for associate members shall be determined by the Board.



#### **Article IV – Committees**

The President shall appoint committees as needed.

#### **Article V – Meetings**

Twenty-five regular members of the Mississippi Council of Teachers of Mathematics shall constitute a quorum for any general business meeting.

#### **Article VI – Finances**

**Section 1.** All funds of the Council shall be deposited by the Treasurer in a commercial bank which is insured by the Federal Government. The title of the account shall be the same as the name of the Council. The Treasurer shall make a complete itemized report at each Board meeting. The Treasurer and Secretary shall both have the authority to sign checks.

**Section 2.** Annual dues shall become due and payable at the annual meeting each year.

#### **Article VII – Amendment to Bylaws**

The Bylaws may be amended by two-thirds majority of the bona fide regular members present and voting at the business meeting of each annual meeting.

#### **Article VIII – Parliamentary Authority**

Robert's Rules of Order shall be the rules adopted to govern the business meetings of this Council.

#### **Article IX – Standing Rules**

The Mississippi Council of Teachers of Mathematics shall be affiliated with the National Council of Teachers of Mathematics under the National Council rules of affiliation.

*Revised October 2017*