

CONSTITUTION

Article I

Name and Affiliation

The name of this organization shall be Mississippi Mathematics Specialist Network, hereinafter referred to as [MS]²Network. The [MS]²Network shall be the state of Mississippi Affiliate of the National Council of Supervisors of Mathematics (NCSM).

Article II

Mission

The purpose of the Mississippi Mathematics Specialist Network ([MS]²Network) is to:

- encourage, support, and advance rigorous mathematics instruction aligned to equitable and research-based practices;
- promote equal access for all students to such practices in order to ensure mathematics proficiency, college and career readiness, and civic engagement;
- inspire, innovate, and diversify leadership in mathematics instruction and teacher education; and
- partner with educators, families, policymakers, and other stakeholders to strengthen the state of mathematics education in Mississippi.

Article III

Membership

Section 1: Membership shall be open to persons:

- involved in mathematics leadership;
- serve or have served in leadership positions, either formally or informally, in any school system, district, college or university; or
- have an interest in the purpose of this organization.

Section 2: Members shall pay regular [MS]²Network membership dues and be entitled to all the rights and privileges of [MS]²Network.

Section 3: Membership dues shall be set by the Executive Board.

Section 4: The dues shall cover the fiscal year from the Annual [MS]²Network Meeting to the following Annual [MS]²Network Meeting.

Article IV

Officers

Section 1: The officers and members of the Executive Board of [MS]²Network shall be: President, President-Elect, (Immediate) Past-President, Secretary, Treasurer, WebMaster, and Professional Organizations Representative. The elected officers of [MS]²Network shall be: President-Elect, Secretary, and Treasurer. The appointed officers of [MS]²Network shall be: WebMaster and Professional Organizations Representative. Each officer should be an active member of [MS]²Network. The President and Professional Organizations Representative shall both be members of NCSM.

Section 2: The President-Elect shall accede to the position of President and the President shall accede to the position of Past-President.

Section 3: The President-Elect, President, and (Immediate) Past-President shall serve as the President's Cabinet each year. This cabinet shall always contain at least 2 members. In even-numbered years, the cabinet will consist of the President and President-Elect. In odd numbered years, the cabinet will consist of the President and (Immediate) Past-President.

Section 4: Terms of office

- I. The President-Elect serves [**MS**]²Network for four years: one year as President-Elect, two years as President, and one year as immediate Past-President. The (Immediate) Past President shall serve in the first year of the President's term and the President-Elect shall serve in the second year of the President's term. The (Immediate) Past-President may not run for the position of President-Elect during their term of (Immediate) Past-President; therefore, the President shall not serve two consecutive terms. The other elected members of the Executive Board shall be elected for a term of two years and shall be limited to two consecutive terms at one time.
- II. There is no limit to the number of times a member may be elected to any particular board position.
- III. The President-Elect and Secretary shall be elected in even-numbered years.
- IV. The Treasurer shall be elected in odd-numbered years.
- V. All newly elected officers shall assume their duties at the conclusion of the Annual Winter Meeting.

Section 5: Duties of Officers

- I. The President shall:
 - A. preside over all meetings of the [**MS**]²Network and of the Executive Board;
 - B. administer the affairs of the organization;
 - C. appoint a Webmaster and a Professional Organizations Representative subject to the approval of the Elections Committee;
 - D. appoint chairs of all standing committees;
 - E. appoint all necessary committees in addition to those provided for in the Constitution;
 - F. see that all provisions of the Constitution are fulfilled by the appropriate officers and committee chairpersons;
 - G. serve as an ex-officio member of all committees;
 - H. serve as a mentor to the President-Elect;
 - I. be a member of NCSM;
 - J. oversee the operations of the website; and
 - K. relay important information from NCSM to the membership in a timely manner.
- II. The President-Elect shall:
 - A. fill the chair of the President in the absence of the President (even-numbered years);
 - B. serve on the President's Cabinet;
 - C. to perform other duties as needed for the President; and
 - D. to assist in the administration of the affairs of the organization.

III. The Past-President shall:

- A. fill the chair of the President in the absence of the President (odd-numbered years);
- B. serve in an advisory capacity for the President;
- C. serve on the President's Cabinet;
- D. to perform other duties as needed for the President; and
- E. to assist in the administration of the affairs of the organization.

IV. The Secretary shall:

- A. keep an accurate record of the meetings (minutes) and make them accessible to the Executive Board;
- B. prepare and present the Secretary's Report for every Executive Board meeting and every regular meeting of the organization;
- C. notify members of the meetings;
- D. coordinate the preparation and distribution of any proposed amendment(s) in the bylaws to members at least thirty (30) days prior to the meeting at which such amendment(s) will be considered by the organization;
- E. notify each member of the organization about the posting of the corrected constitution and bylaws to the committee's website after any amendment or revision to the bylaws or constitution has been approved by the organization or by the Executive Board; and
- F. keep the historical information up to date.

V. The Treasurer shall:

- A. prepare and present a Treasurer's Report for every Executive Board Meeting and every regular meeting of the organization;
- B. collect all dues of the [MS]²Network;
- C. maintain a current roster of the membership of the organization and provide each member with an electronic version of the membership that includes name, association, and specific contact information each year after the annual meeting;
- D. keep record of all receipts and disbursements of the organization;
- E. give to the organization an annual financial report, a membership report, and any other reports as required by the President;
- F. present all records and accounts for audit as directed by the Executive Board;
- G. prepare and submit all required IRS forms to maintain status as needed.

VI. The Webmaster shall:

- A. Create, update, and manage the website as necessary;
- B. assist the Elections committee with the electronic election;
- C. Monitor all social media accounts of the [MS]²Network; and
- D. follow and implement President's vision for the website.

VII. The Professional Organizations Representative shall:

- A. update the membership on position statements, upcoming events, national focus, national conferences, and other topics deemed important by the representative;
- B. promote the activities and membership in affiliate organizations;
- C. be a member of NCSM;

- D. attend the NCSM national conference and the delegate assembly (if appropriate); and
 - E. update the Executive Board on government issues, both state and federal, concerning mathematics education.
- VIII. The Executive Board of the Organization (President, President-Elect, Past-President, Secretary, Treasurer, Webmaster, and Professional Organizations Representative) shall:
- A. act as a governing board of the organization;
 - B. transact business in the name of [MS]²Network;
 - C. initiate and determine policies of the [MS]²Network; and
 - D. fill any vacancy occurring in an office.

Article V

Committees

Section 1: The Elections Committee will coordinate the annual elections by requesting nominations, preparing the ballot, and notifying the membership of electronic voting procedures. This committee will also tally all votes and present the results of the election to the Executive Board for distribution. Any former Past-President can serve as the committee chair. For the first years of the organization, the Elections Committee will be appointed until there is a Past-President position filled.

Section 2: The Program Committee will be composed of the President's Cabinet and other appointed members to schedule and organize annual meetings of the membership and the Executive Board.

Section 3: The Finance Committee will be chaired by the Treasurer and will assist in the treasury functions of the organization. This committee can also serve to groom future Treasurers of the organization.

Section 4: The Publications Committee (if deemed necessary by the Executive Board) will be chaired by the Webmaster and will be used to coordinate and assist with communication efforts of the [MS]²Network.

Article VI

Meetings

Section 1: The [MS]²Network shall hold an Annual Conference. Program sessions may be scheduled during the [MS]²Network Conference. The business meeting shall be conducted at the Annual Conference.

Section 2: Additional meetings may be called by the President or the Executive Board provided the membership is given notice at least thirty (30) days prior to the meeting.

Section 3: During the first years of establishing the organization, the Annual [MS]²Network Conference will be held at the same location immediately preceding the CMSE's Annual Mathematics Specialist Conference (MSC). The creation of the [MS]²Network originated from the MSC in 2012.

Section 4: The Executive Board shall meet prior to the Annual Conference and at other times as the president deems necessary. All meetings except for the annual meeting may be conducted electronically.

Section 5: The members present at any meeting of the [MS]²Network shall constitute a quorum. A majority of the Executive Board members present at any Executive Board meeting shall constitute a quorum.

Article VI

Dissolution

Section 1: If at any time [MS]²Network 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 payments of its liabilities, be paid over to an organization which has similar purposes.

Section 2: All property and assets relinquished to identified similar organization must be used for charitable, scientific and educational programs.

Article VII

Amendments

Section 1: Any member may propose changes in this Constitution by sending the proposed changes to the President at least ninety (90) days prior to a business meeting. The proposed changes must be presented in writing to the membership one month prior to a business meeting. The proposed change must be approved by two-thirds of the active members present at the business meeting.

BY-LAWS
Mississippi Mathematics Specialist Network
(Affiliate of National Council of Supervisors of Mathematics)
Revised February 12, 2018

Article I

Parliamentary Authority

Section 1: *Robert's Rules of Order Newly Revised* shall be the accepted authority at all times except as it conflicts with the Constitution.

Section 2: The President shall appoint a member of the Executive Board to serve as parliamentarian when necessary.

Article II

Dues and Membership

Section 1: Each member of the Mississippi Mathematics Specialist Network ([MS]²Network) shall pay membership dues of thirty (\$30) dollars per year.

Section 2: All memberships expire at the Annual [MS]²Network Conference.

Section 3: Membership of the [MS]²Network will be composed of those who are involved in mathematics leadership; serve or have served in leadership positions, either formally or informally, in any school system, district, college or university; and/or have an interest in the purpose of this organization.

Article III

Resignations

Section 1: Upon written notification of resignation by an Executive Board member or Committee Chairperson through any officer, the President shall appoint a replacement, with the approval of the Executive Board to serve the remaining unexpired term.

Article IV

Evaluation

Section 1: The Executive Board shall evaluate itself in terms of mission, purpose and strategic planning for fulfilling the responsibilities of [MS]²Network, the Executive Board, and individual members.

Article V

Amendments and Revisions

Section 1: These by-laws may be amended or revised by a simple majority vote of the Executive Board.