

# **CONSTITUTION**

## **Mississippi Association of Mathematics Teacher Educators**

### **Article I – Name**

The name of this non-profit association shall be Mississippi Association of Mathematics Teacher Educators, hereinafter referred to as MAMTE.

### **Article II – Affiliations**

Upon the adoption of this Constitution the Board of Directors shall seek affiliation of MAMTE with the following organization which shares its goals and purposes:

Association of Mathematics Teacher Educators (AMTE)

MAMTE may affiliate with other organizations, subject to the approval of a majority of those MAMTE members voting. Voting shall be by a ballot sent to all regular members. The ballot shall be accompanied by statements supporting affiliation and non-affiliation.

### **Article III – Purposes and Goals**

The purpose of MAMTE is to encourage and facilitate the improvement of mathematics teacher education across the state of Mississippi. The goals of the organization are to

- A. Facilitate communication and collaboration among mathematics teacher educators between and within all educational levels;
- B. Coordinate activities and work collaboratively with other associations, organizations, and governmental (national, state, and local) units to strengthen the mathematical, pedagogical, and clinical preparation as well as licensure and certification of mathematics teachers at all levels (P-college);
- C. Facilitate collaboration among mathematics teacher educators who are members of different academic units, such as departments of mathematics and departments of education;
- D. Promote leadership among mathematics teacher educators in the broader mathematics education community;
- E. Encourage research related to mathematics teacher education, especially that which identifies factors that contribute to improving the preparation and professional development of mathematics teachers at all levels;

- F. Encourage and organize programs and meetings focusing on issues related to the preparation and professional development of mathematics teachers;
- G. Foster the incorporation of appropriate technology into teacher education programs and professional development opportunities in mathematics at all levels (P - college);
- H. Serve as a clearinghouse for ideas and resources in mathematics teacher education; and
- I. Work cooperatively with Mississippi and national government agencies and policy setting groups on issues related to mathematics and mathematics teacher education.

#### **Article IV: Membership**

- A. Regular membership shall be open to all individuals who are interested in the goals of MAMTE as stated in Article III.
- B. Institutional membership shall be open to all organizations that are interested in the goals of MAMTE as stated in Article III.
- C. Student membership shall be open to all individuals who are interested in goals of MAMTE as stated in Article III and who are currently enrolled in a graduate program related to mathematics teacher education.
- D. Regular members shall be eligible to vote, hold office, receive publications, and participate in all activities of the organization. Student membership is open to individuals currently enrolled in a graduate program related to mathematics teacher education. Institutional members shall have all the same rights and privileges of regular and student members, except the right to vote and hold office.
- E. Membership in good standing is activated upon the receipt of a completed application and designated dues.
- F. A member may resign by submitting a letter of resignation to the Board of Directors or to any member of the Board of Directors. Such resignation shall be effective upon receipt or upon date specified in the letter of resignation.
- G. Membership shall be terminated upon the non-payment of dues. If dues have not been received within six months of the beginning of the fiscal year, membership shall be terminated.
- H. A member shall be considered to have adequate notice of elections, meetings and other business of the organization if the appropriate information is mailed to one of the addresses (email or regular mail) at least 14 days before the business is to be acted upon.

- I. The Board of Directors shall establish the various types of membership in the organization, and a schedule of dues.

## **Article V: Elected Officers and Duties**

### **A. Officers**

The elected officers of MAMTE shall consist of President, President-Elect, immediate Past President, Secretary, and Treasurer. Officers shall serve for a term of two years. All officers must be MAMTE members in good standing who are directly employed with a Mississippi institution of higher learning or governmental unit with the exception of student members who will be eligible for any office except President-Elect or President. Newly elected officers will assume office at the end of the spring Annual Meeting.

### **B. Duties of President**

The President shall ensure that the affairs of MAMTE are conducted in accordance with the constitution, bylaws, and policies of MAMTE. The President's responsibilities include, but are not limited to the following: (a) serve as the presiding officer at the Annual Business Meeting, Board of Directors' Meetings, and any special meetings; (b) coordinate the activities of standing committees; (c) provide leadership for the attainment of goals of the MAMTE; (d) serve as a liaison between MAMTE and affiliated organizations; (e) serve as a liaison between MAMTE and state educational agencies; and (f) be a member of AMTE during the term of office.

### **C. Duties of the President-Elect**

The President-Elect shall assist the President in ensuring that the affairs of MAMTE are conducted in accordance with the constitution, bylaws, and policies of MAMTE. The President-Elect's responsibilities include, but are not limited to the following: (a) assist the President in carrying out his or her responsibilities and (b) serve in the absence of the President as needed.

### **D. Duties of the immediate Past President**

The immediate Past President shall assist the President in ensuring that the affairs of MAMTE are conducted in accordance with the constitution, bylaws, and policies of MAMTE. The immediate Past President's responsibilities include, but are not limited to the following: (a) advise the President and the Board of Directors, (b) assist the President in carrying out his or her responsibilities, and (c) serve in the absence of the President as needed, as approved by the Board of Directors.

### **E. Duties of the Secretary**

The Secretary's responsibilities include, but are not limited to the following: (a) record and maintain a file of the minutes of official meetings of the association and the Board of Directors and (b) be responsible for the internal and external correspondence of the association.

#### F. Duties of the Treasurer

The Treasurer's responsibilities include, but are not limited to the following: (a) ensure that all revenues and expenditures of MAMTE be in conformity with the constitution, bylaws, and policies of MAMTE; (b) maintain records of all monies received and paid in the name of the association; (c) maintain a current and accurate membership list; (d) maintain the association's non-profit status; (e) transact the financial affairs of the association upon recommendation of the Board of Directors; and (f) prepare financial reports for the Board of Directors' Meetings and Annual Business Meeting.

#### G. Elected Members-At-Large

The Members-At-Large shall assume those responsibilities determined by the President. There will be three Members-at-Large.

#### H. Terms of Office

The terms of office for the elected officers of MAMTE and Members-at-Large shall be two years, except for President-Elect and immediate Past President who shall serve one-year terms. The President-Elect serves MAMTE for four years: one as President-Elect, two as President, and one 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. Elected officers of MAMTE and the Members-at-Large shall assume office at the end of the annual meeting at which their election is announced. Officers or the Members-at-Large may not serve consecutive terms in the same office.

For the first election, ballots shall be distributed to all those who have applied for membership in MAMTE at the organizational meeting. The vote will be determined by a simple majority of those voting. In the first election, the President, President-Elect (who will function as a vice-president the first year), Treasurer, and two Members-at-Large will be elected for normal terms. The Secretary and one Member-at-Large will be elected for one-year terms.

The President-Elect, Treasurer, and some Members-at-Large shall be elected in odd-numbered years. The Secretary shall be elected in even numbered years, along with the remaining members at Members-at-Large.

#### I. Vacancies

When a vacancy on the Board of Directors occurs, the President, with approval of the remaining members of the Board of Directors, shall designate an individual member to fill the position for the remainder of the term of office for all Board members other than the President. If the President is unable to complete his or her term of office, the president President-elect or immediate Past President will fill the position, with the approval of the Board of Directors.

## **Article VI: Organization**

### **A. Board of Directors**

The Board of Directors will consist of the President, President-Elect, Secretary, Treasurer, Members-At-Large and Chairs of the Standing Committees. The Board of Directors shall be the policy-making body of MAMTE. Proposed amendments must be approved by a majority of those present at the Annual Business Meeting. The President shall preside over all meetings.

### **B. Standing Committees**

There shall be standing committees of MAMTE as provided in the Bylaws of the Association. Standing committee chairs and members shall be appointed by the President with the approval of the Board of Directors.

The Nominations and Election Committee shall be a standing committee of MAMTE.

### **C. Representatives to Affiliated Organizations**

The President shall represent or appoint an officer to be the representative to the organizations to which MAMTE is affiliated. The representative must be approved by the Board of Directors and be a member of the affiliated organization.

## **Article VII – Meetings**

### **Section 1: Annual Business Meeting**

MAMTE shall hold an Annual Business Meeting in the spring of each year. All members are invited to attend the Annual Meeting.

### **Section 2: Special Meetings**

Special Meetings of MAMTE shall be called by the President at the direction of the Board of Directors or by a petition of at least 20% of the members.

### **Section 3: Board of Directors**

The Board of Directors shall hold meetings as necessary.

### **Section 4: Parliamentary Procedure**

Roberts' Rules of Order Newly Revised shall prevail at all MAMTE meetings, except as provided for in the Bylaws.

### **Section 5: Quorum**

Quorum for the Annual Business Meeting and/or Special Meetings of the Association shall be the members present. The membership shall be notified of the time and place of a meeting at least 30 days prior to the Annual Meeting or any special meeting. The presence of a majority of the Board of Directors shall constitute a quorum of Board of Directors' Meetings.

## **Article VIII – Nominations and Elections**

### Section 1: Nominations and Election Committee

The President shall appoint, with the approval of the Board of Directors, a Nominations and Elections chair and committee as specified in Article VI.

Any member may be nominated to serve as a member of the Board of Directors. Any member may nominate herself/himself by notifying the Chairperson of the Nominations and Election Committee. The Nominations and Election Committee may solicit names of members to serve as candidates for officers and members of the Board of Directors. The Nominations and Elections Committee will establish a slate of potential officers that offers diverse representation including geographic region and type of institution or governmental agency.

Officers shall be elected by ballot prior to the Annual Business Meeting.

## **Article IX – Referendum**

All formal actions taken by the Board of Directors shall be subject to a referendum of the membership in the following manner.

### Section 1: Reconsideration

Upon presentation to the Board of Directors of a petition bearing the signatures of a minimum of 10% of the voting members, the Board of Directors shall, at a meeting called within a reasonable time, reconsider its formal action as specified by the petitioners.

### Section 2: Referendum

If, after reconsideration, the Board of Directors reaffirms its action, that action shall be subject to a mail or an email ballot of the membership within 30 days of the reconsideration. If a majority of the regular members of MAMTE who vote reject the Board of Directors' action, that action shall become null and void.

## **Article X: Amendments to the Constitution**

This Constitution may be amended by the following procedure:

- A. Any member in good standing may propose amendments. Amendments may also be proposed by the Board of Directors.
  
- B. Proposed amendments shall be submitted to the Secretary 60 days prior to the Annual Business Meeting. All members shall receive notice of the proposed amendment at least 30 days prior to the Annual Business Meeting. The proposed amendment shall take effect when approved by a majority of those present at the Annual Business Meeting.

## **Article XI: Ratification of the Constitution**

This Constitution is ratified when it is approved by at least 60% of the members in good standing.

## **Article XII: Dissolution of MAMTE**

This Association may be dissolved only at an Annual Business Meeting. Notification of the intention to dissolve the Association shall be sent to all members in good standing prior to the meeting. The resolution for dissolution shall be discussed at the Annual Business Meeting. If the resolution to dissolve the Association is approved by more than 50% of the members in good standing at the Annual Business Meeting, then MAMTE shall be dissolved.

Upon any such dissolution of the Association, all its property remaining after satisfaction of all its obligations shall be distributed to one or more nonprofit funds, foundations, or corporations organized exclusively for educational purposes. Such entity must have established its tax-exempt status under Section 501(C) (3) of the Internal Revenue Code. The determination of how to distribute the funds will be determined at the meeting at which the dissolution of MAMTE is decided.

## **Article XIII: Internal Revenue Code**

This association qualifies for 501(C) (3) under the Internal Revenue Code. As such, this association is organized exclusively for charitable purposes within the meaning of section 501(C) (3) of the Internal Revenue Code.

Notwithstanding any other provision of these Articles, the association shall not carry on any other activities not permitted for an organization exempt from federal income tax as an organization described in section 501(C) (3) of the Internal Revenue Code (or corresponding section of any future federal tax code.)

Ratified \_\_\_\_\_.

## **BYLAWS**

### **Mississippi Association of Mathematics Teacher Educators**

#### **Article I – Membership**

##### **Section 1: Application for Membership**

Applications for membership shall be submitted to the Secretary. Upon approval of the application by the Board of Directors and upon receipt of dues, the applicant shall become a member as specified in Article IV of the Constitution.

##### **Section 2: Dues**

The amount of the annual dues for regular members shall be established by the Board of Directors subject to approval by a simple majority of those Regular Members in good standing voting at the Annual Business Meeting. Dues for student members shall be 50% of regular member dues. Dues for Institutional Membership for not-for-profit organizations shall be 250% of regular member dues. Dues for Institutional Membership for for-profit organizations shall be 500% of regular member dues. Reduced dues may be provided for special cases to be determined on an individual basis by the Board of Directors. The fiscal year for the Association shall be from July 1 through June 30.

##### **Section 3: Disqualification**

Any member delinquent in payment of dues for a period of six months shall have her/his membership terminated.

## **Article II – Organization**

### Section 1: Standing Committees

Standing committees of the Association and their chairpersons shall be appointed by the President with the approval of the Board of Directors. The responsibilities and terms of standing committee will be specified in the Bylaws.

The Nominations and Election Committee shall be a standing committee of the MAMTE.

### Section 2: Special Committees and Task Forces

Special committees and task forces of the association and their chairpersons shall be appointed by the President with the approval of the Board of Directors on an as-needed basis.

### Section 3: Newsletter Editor

A newsletter editor shall be appointed by President with the approval of the Board of Directors for a period of two years. He or she shall be an ex-officio, non-voting member of the Board of Directors.

## **Article III – Meetings**

### Section 1: Annual Business Meeting

There shall be an Annual Business Meeting during the time and at the place of the spring Mississippi State-wide Mathematics Education Symposium. All members shall receive notice of the Annual Business Meeting at least 30 days in advance.

### Section 2: Special Meetings

Special Meetings of the Association shall be announced to the membership at least 30 days in advance. A special meeting may be called by the President at the direction of the Board of Directors or by a petition of at least 20% of the members.

## **Article IV – Elections**

### Section 1: Nominations and Election Committee

The Nominations and Election Committee shall solicit the names of members in good standing to serve as candidates, shall prepare a slate of nominees for all elected offices, and shall be responsible distributing ballots, collecting and tallying returned ballots, and for validating the results of elections.

### Section 2: Nominations

Any regular member in good standing may be nominated to serve as a member of the Board of Directors or as Member-At-Large Representatives. Any member

may nominate her/himself by notifying the Chairperson of the Nominations and Election Committee. A regular member in good standing may be suggested for nomination by another member of the Association. All such suggestions for nomination shall be received by the Chairperson of the Nominations and Election Committee at least 90 days prior to the election. Any nominee's willingness to serve must be ascertained before his or her name is included on the ballot.

### Section 3: Elections

A ballot shall be sent to each member annually, at least 45 days prior to the Annual Business Meeting. The ballot will include a brief biography of each candidate. The election results shall be validated by the Nominations and Election Committee and announced at the Annual Business Meeting.

## **Article V - Amendments to the Bylaws**

The Bylaws may be amended by the following procedure.

- A. Any member in good standing may propose amendments. Amendments may also be proposed by the Board of Directors.
  
- B. Proposed amendments shall be submitted to the Secretary at least 60 days prior to the Annual Business Meeting. All members shall receive notice of the proposed amendment at least 30 days prior to the Annual Business Meeting. The proposed amendment shall take effect when approved by a majority of those present at the Annual Business Meeting.

Amended \_\_\_\_\_.