

# **The Constitution of the Pasco Council of Florida Teachers of Mathematics**

## **Article I Name**

The name of this organized shall be the Pasco council of teachers of Mathematics herein referred to as PCTM.

## **Article II Purpose**

The purpose of PCTM are:

- To improve the teaching of mathematics through curriculum development, teacher inservice, publication and dissemination of pertinent materials.
- To promote student enthusiasm for the study of mathematics.
- To promote collegial relationships between educators, administrators, and the community.
- To promote and effect research and experimentation for the improvement of mathematics education.
- To offer its members an opportunity to act as a professional group in matters pertaining to the field of mathematics.
- To affiliate with similar educational organizations as deemed appropriate.

## **Article III Membership**

Membership in the PCTM shall be open to all who are interested in mathematics and the teaching of mathematics.

The membership fees shall be established by the Executive Board.

Individual dues shall be valid for one year for the period of August 1 through July 31. Dues are payable to the Treasurer of the PCTM. Only members of the PCTM may hold office in or become appointed members of the Executive Board of the PCTM.

## **Article IV Officers**

The officers of the PCTM shall be: a Presidents, a Past President, a Vice-President-Elementary, a Vice-President-Middle School, a Vice President-High School, a Recording Secretary, a Corresponding Secretary, and a Treasurer. These officers shall serve for two years, and may serve consecutive terms. Vacancies occurring in any of the above offices shall be appointed by the Executive Board. The term of the office for the elected offices shall begin on June 30 and shall be two years in length.

To facilitate the continuity of leadership, an alternating election schedule will be in place. In even years, President, Recording Secretary, and Treasurer will be elected. In odd years vice-president and Corresponding Secretary will be elected.

The president shall appoint the FCTM and NCTM representative.

The primary duties of the officers shall be as follows:

President:

- To call and preside at meetings of the PCTM and its Executive Board.
- To establish new committees as deemed necessary.
- To appoint all committee members.
- To serve as ex-officio member of all committees.
- To appoint a supervisor liaison person as member of the Executive Board.
- To appoint FCTM and NCTM representative.

Vice-President:

- To serve on the Executive Board.
- To promote membership in the PCTM at their respective levels.
- To serve on the Election Committee.
- To serve on the Program Committee.
- To assist the president in carrying out the work of the PCTM.
- To assume all the duties of the President in case of absence or resignation of the President, on a rotating basis in the order listed under Article IV.

Recording Secretary:

- To serve on the Executive Board.
- To record the proceeding of all meetings of the PCTM and report them to the membership.
- To prepare reports of all Executive Board meetings and provide copies to the Executive Board.

Corresponding Secretary:

- To serve on the Executive Board.
- To serve as the correspondent for the PCTM.
- To notify members of meetings and events pertaining to PCTM.
- To prepare and send necessary reports at the request of the Executive Board to the organizations that the PCTM may be affiliated with.

Treasurer:

- To serve on the Executive Board.
- To receive and keep account of the funds for the PCTM (including membership and sales).
- To prepare a Treasurer's Annual Report by June 1 of each year.
- To distribute funds when duly authorized by the President and/or Executive Board.
- To give a report of the status of funds of the PCTM at meetings and FCTM.

NCTM Representatives:

To act as a liaison between the local council and the NCTM/FCTM.

To attend the delegate assembly meetings at the NCTM/FCTM annual conferences to represent out council.

## **Article V Elections**

Nominations for officers of the PCTM shall be made to Elections Committee by the members of the PCTM. The elections Committee shall prepare a slate of officers and present said slate to the executive board for approval.

A ballot consisting of the final approved slate of officers for the upcoming year shall be sent to membership by May 15.

Ballots are to be returned to the elections committee for the tabulation who will report the results to the executive committee to the membership. Officers shall be chosen by a majority vote of the total number of votes cast for the office. In event of a tie, re-balloting will take place following the same procedure used in the initial process of election.

## **Article VI Executive Board**

There shall be an executive board composed of the seven elected officers, the liaison persons appointed by the president, the chairpersons of the established committee of the PCTM, and the immediate past president of the PCTM. The term of office of the elected officers and shall be two years in length.

The executive board shall organize, at the direction of the newly elected president, as soon as possible after election.

The executive board shall meet as directed by the President. A minimum of two weeks notice shall be given prior to the regular meetings. The only exception to the two week notice shall be meetings called at the discretion of the President for emergencies. A quorum shall exist when one more than one-half of the members of the Executive Board are present at an Executive Board meeting.

It shall be the duties of the members of the Executive Board:

To add or amend by-laws to the PCTM Constitution as necessary.

To vote, on matters requiring a vote, either verbally or by ballot as determined by the President. Whenever the President deems necessary, a roll call shall be taken.

To manage the affairs of the PCTM.

To appoint representatives to such organizations with which the PCTM may be affiliated.

## **Article VII Committees**

There shall be the following standing committees:

**Program Committee:**

The Program Committee shall include three Vice-Presidents as co-chairpersons.

**Election Committee:**

The Elections Committee shall include as members the three Vice-Presidents and at least one person from each of the three levels of instruction. The Chairperson shall be elected by the President.

**Membership Committee:**

The Membership Committee shall include at least one person from each of the three levels of instruction. They shall work to strengthen PCTM at their respective levels and establish contact persons at their level in all schools and within the community. The chairperson shall be selected by the President.

**Publications Committee:**

The Publications Committee shall produce the official PCTM newsletter to be distributed to the membership at regular intervals. The chairperson shall be selected by the President.

**Special Events Committee:**

The Special Events Committee shall develop, organize and run events which will further the aims and purposes of the PCTM. The President shall establish such other committees and chairpersons deemed necessary by the Executive Board.

## **Article VIII Meetings**

There shall be PCTM Executive Board meetings when deemed necessary by the president but at least once a year. These meetings shall be open to the entire membership. Any member, at the discretion of the President, shall be allowed to speak at Executive Board meetings concerning issues or topics of interest to the Executive Board, however only the Executive Board Members shall be allowed to vote on matters at the Executive Board meetings.

PCTM General Meetings shall be held at times and places determined by the Executive Board and shall be open to all members and interested parties, however only members shall be allowed to vote on matters brought before the membership at general meetings.

## **Article IX Amendments**

Amendments to the PCTM Constitution shall be made as follows:

A proposed amendment may be presented to the President by petition containing the signatures of members in good standing constituting at least twenty-five percent of the total memberships or seventy-five percent of the Executive Board. Discussion of the proposed amendment may take place at a general meeting of the membership or by way of a PCTM newsletter. The President shall then present the proposed amendment to a vote of the membership by mail or at a designated general membership meeting. If a mail ballot is utilized, the ballot must be returned to the President by the date specified on the ballot. Amendments approved by a majority of members shall become effective immediately.

## **Article X By-Laws**

By-laws of the pCTM shall be appended to the PCTM Constitution by the Executive Board. A proposed by-law shall be presented in the same manner as amendment to the PCTM Constitution. Proposed by-laws shall be voted on by the Executive Board and adopted by a two-thirds vote of the Executive Board present and voting at a meeting with a quorum present. By-laws so approved shall become effective immediately.

## **Article XI Parliamentary Procedure**

Meetings of the PCTM and all matters of procedure not specified in the PCTM Constitution shall be governed by "Robert's Rules of Order Revised." The President shall appoint a parliamentarian for the PCTM.

## **Article XII Dissolution**

The Executive Board has the power to dissolve the PCTM. Upon dissolution of the PCTM, and upon payment of all liabilities, the remaining funds shall be transferred, at the discretion of the Executive Board, to a mathematics organization that the PCTM may be affiliated with at the time. If the PCTM is not affiliated with another organization at the time of dissolution, the remaining funds of the PCTM shall be donated to suitable public charity as selected by the Executive Board. The recipient organization shall have "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 education programs." The disbursement of funds shall be carried forth by the current Treasurer of the PCTM at the time of dissolution.

## **Article XIII Ratification**

The PCTM Constitution shall be in force, immediately upon ratification by a majority of the current members of PCTM.