

Constitution of the Mathematics Council of Western Pennsylvania

Article I. Name of Organization

This organization shall be called the Mathematics Council of Western Pennsylvania, abbreviated as MCWP. It is a non-profit affiliate of the Pennsylvania Council of Teachers of Mathematics and the National Council of Teachers of Mathematics.

Article II. Purpose and Mission of the Organization

The purpose of this organization shall be to encourage and maintain interest in mathematics education and to promote professional growth among all teachers.

The Mathematics Council of Western Pennsylvania is a professional organization of teachers and other interested persons, individually and collectively, dedicated to the improvement of classroom instruction in mathematics at all levels. Through its publications and services, the council shall provide:

- A forum for the discussion of the new developments in mathematics and mathematics education
- A means of sharing innovative classroom experiences and
- A means of evaluating trends in the teaching of mathematics

Article III. Membership

Membership in this council shall be open to all teachers or supervisors of mathematics and to those interested in mathematics and the teaching of mathematics, regardless of race, color, sex, sexual preference, creed, or national origin and regardless of membership in any other organization(s).

Membership shall be of three (3) classes:

1. Regular Membership: Open to teachers, supervisors, and other interested parties not included in the following classes.
2. Student Membership: Open to all undergraduate students.
3. Retiree Membership: Open to all retired members

Article IV. Officers and Executive Board

Section 1. The offices of this council shall be President, President-elect or past President, a recording secretary, a corresponding secretary, a treasurer, and an NCTM representation.

Section 2. The management of the affairs of the MCWP shall be vested in the Executive Board, composed of the officers and the following additional members to be elected from the regular membership.

- Nine members to be elected three each year for a term of three years
- Two delegates at large each elected for a term of two years. If possible, one delegate will be from Intermediate Unit 1 or 7 (south) and one delegate from Intermediate Unit 4, 27, or 28 (north). Both delegates and large should not be from the same Intermediate Unit.
- And the chairpersons of any existing committees, which may include but are not limited to: contest committee, membership committee, publications committee, program committee, and historical records committee.
- The Executive Board may remove any members of said Board who is absent from three consecutive meetings.

Article V. Meeting

The Executive Board shall plan three or more meetings during the year. The Annual Business Meeting shall be held in the spring of the year. Meetings shall be held at the call of the President or at the request of six members of the Executive Board.

Article VI. Amendment Procedure

The constitution may be amended at any regular meeting of the Council of by two-thirds vote of the members present, provided that written notice of any proposed changes has been given to the membership not less than ten (10) days in advance of said meeting and provided a quorum is present. Six members shall constitute a quorum for conducting business of the Executive Board.

Article VII. Dissolution Clause

If at any time the Mathematics Council of Western Pennsylvania 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 to an organization selected by the final Board. Such an organization must have similar purposes to MCWP and must have establish tax-exempt status under section 501 ©(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.

By-Laws of the Mathematics Council of Western Pennsylvania

Article I. Duties of Officers and Executive Board

President

- The president shall preside at all meetings of the Council and shall serve as chairperson of the Executive Board.
- The president shall prepare an annual report of the activities of the Council and submit said report to NCTM Headquarters.
- The President shall be a member ex-officio of all committees except the nominations committee.
- The President may also make disbursements with the approval of the Executive Council.

Past-President or President-Elect

- The President-elect or past President shall perform the duties of the President in event of the President's absence or inability to serve.
- The President-elect or past President shall chair the Nominations Committee and may serve as the PCTM representative.

Recording Secretary

- The Recording Secretary shall record the minutes of each meeting of the Council and of the Executive Board.
- The Recording Secretary shall present the minutes at the Annual Business Meeting.

Corresponding Secretary

- The Corresponding Secretary shall carry on correspondence of the council and shall take minutes in the event of the absence of the recording secretary.

Treasurer

- The Treasurer shall receive all money paid to the council.
- The Treasurer shall make all disbursements with the approval of the Executive Board.

- The Treasurer shall keep an accurate record of all receipts and expenditures and report at all meetings of the Executive Board.
- The Treasurer shall give a Treasurer's report at the Annual Business Meeting.

NCTM Representative

- The NCTM Representative shall be the official liaison agent for the Council to NCTM and shall supervise the sale of NCTM publications at all general meetings.

Three year Board Members and Delegates at Large.

- Three year Board Members and Delegates at Large shall be liaisons to the Executive Board from local school districts and other educational institutions.

Article II. Election Procedures and Terms of Office

The slate of candidates shall be published and distributed to the membership. This slate may include present board members. Any person who is nominated and accepts the nomination must be included on this slate. The petition must be in the President's hands prior to January 31 of the election year.

Voting shall be by written secret ballot to be mailed no later than three weeks prior to the Annual Business Meeting. The counting of the ballots shall be prior to or at the Annual Business Meeting and the term of the office shall begin one month thereafter.

The person receiving the greatest number of votes in any election shall be declared the winner for each office. In case of a tie for the greatest number of votes, the winner shall be determined from among those tied by random selection.

- The President shall be elected to serve one year as President-elect followed by two years as the president and one year as past President, with elections in odd year. In the event of the President's inability to serve during the first year of his term, the past President shall assume the duties of the President until the next election. At that time, an interim President and President-elect shall be elected for a one-year term. In the event of the President's inability to serve in the second year, the president-elect will assume the duties for the remainder of the term. In either of these situations, a persona shall be appointed by the Executive Board to fulfill the duties of the office of the President-elect or past President.
- The Recording Secretary shall be elected to serve a term of two years with elections in even years.
- The NCTM Representative shall be elected to serve a term of two years with elections in odd years.

- The Corresponding Secretary shall be elected for a term of two years in even years.
- Three year board Members shall serve a term of three years, with three new members being elected every year.
- Delegates-at-large shall serve a term of two years, with one new delegate being elected each year.

Vacancies in elective offices shall be filled by a vote of the Executive Board. Members so elected shall serve until the next regular meeting. At that time, the membership shall vote for a member to serve the expired term.

Article III. Dues

The membership dues shall be \$10.00 per year, and \$25.00 for a three-year membership for regular membership. Student rates are \$5.00 per year. Retiree rates are \$35.00 for a lifetime membership.

Any change in dues will be determined by the Executive Board and voted upon by the general membership at the Annual Business Meeting.

Article IV. Committees

The Executive Board will designate a chairperson for each of the committees in existence with the organization at any given time. The chairperson of the committee may then designate additional persons to serve on each committee. Examples of possible committees follow.

Contest Committees: These committees shall administer to all details of the contests sponsored by the Council.

Membership Committee: This committee shall endeavor to bring the purposes and advantages of membership in the Council to the attention of mathematics teachers, student teachers, and other interested persons.

Publication Committee: This committee shall be responsible for all regular and special publications of the Council. A newsletter shall be the official organ of the Council. The organization will also maintain a web page.

Program Committee: This committee shall have the power to make all necessary arrangements for meetings and to procure speakers.

Nominating Committee: This committee shall be announced before December 31 of each year. The Executive Board shall appoint two persons to assist the chairperson of the

nominating committee. The committee shall prepare a slate of candidates for officers and members of the Executive Board as previously mentioned in Article II of these by-laws.

Historical Records Committee: This committee shall be responsible for the collection and storage of the archives of the Council.

Article V. Amendment Procedures

These by-laws may be amended at any regular meeting of the Council by a majority vote of the members present, provided that written notice of any proposed change has been given to the membership.

Article VI. Parliamentary Authority

Robert's Rules of Order shall be the authority for conducting business and in all questions of parliamentary procedure, unless they conflict with the Constitution or by-laws.

Revised September 22, 1999
Corinne Murawski, chairperson
William Hadley
Robert Janosko
Christine Czapelski