

# Constitution

## Broward County Council of Teachers of Mathematics

### Article I

#### NAME

The name of this organization shall be the Broward County Council of Teachers of Mathematics.

### Article II

#### PURPOSE

The purpose of the Broward County Council of Teachers of Mathematics is:

- To enhance the teaching of mathematics in Broward County.
- To promote student enthusiasm for the study of mathematics.
- To recognize exemplary mathematics students and teachers.

### Article III

#### MEMBERSHIP

- a. Membership in this organization will be open to all who are interested in mathematics and the teaching of mathematics.
- b. The membership fee shall be established by the Executive Board.
- c. Institutional membership shall be available to schools.
- d. Membership dues will be valid for one school calendar year. Dues are to be mailed to the Membership Chairperson.

### Article IV

#### OFFICERS

- a. The officers of this Council shall be a President, a Vice President, three Elementary School Directors, one Middle School Director, one High School Director, one Private School Director, a Recording Secretary, a Corresponding Secretary, a Treasurer, a Florida Council of Teachers of Mathematics Representative, and a National Council of Teachers of Mathematics Representative. These officers shall serve for one year. Vacancies occurring for any of the above offices shall be filled by vote of the Executive Board.
- b. The duties of these officers shall be as follows:
  1. President:
    - a. To call and to preside at meetings of the Council and of the Executive Board

- b. To appoint chairpersons of all standing committees, subject to approval by the Executive Board
  - c. To establish all committees of the Council
  - d. To serve as an ex-officio member of all committees
  - e. To serve on the Executive Board as Past-President for the duration of his/her immediate successor's term(s)
2. Vice-President
- a. To assist the President in carrying out the work of the Council
  - b. To assume all duties of the President in case of absence or resignation of the President
  - c. To serve as chairperson of the Program Committee.
3. Elementary, Middle, High and Private School Directors:
- a. To assist the President in carrying out the work of the Council
  - b. To serve on the Executive Board
  - c. To promote Council membership in the assigned area
  - d. To serve on the Teacher of the Year Committee
  - e. To serve on the Program and Competitions Committees
4. Recording Secretary:
- a. To record the proceeding of all general meetings of the Council
  - b. To prepare reports of all Executive Board meetings
5. Corresponding Secretary:
- a. To serve as a correspondent for the Council
  - b. To notify members of the meetings.
6. Treasurer:
- a. To receive and keep account of all financial activities of the Council
  - b. To disburse funds when duly authorized by the President and/or the Executive Board
  - c. To prepare the Treasurer's Annual Report by June 30 and hold the books available for audit.
  - d. To present a Treasurer's report at each Executive Board meeting
7. Florida Council of Teachers of Mathematics Representative:
- a. To promote membership in the FCTM.
  - b. To advertise FCTM activities, meetings and publications.
  - c. To prepare and send necessary reports to the FCTM.
8. National Council of Teachers of Mathematics Representative:
- a. To promote membership in the NCTM
  - b. To advertise NCTM activities, meetings and publications
  - c. To prepare and send necessary reports to the NCTM.

**Article V**  
**ELECTIONS**

- A. Nominations for the officers in Article IV-A shall be made by the membership to the Election Committee.
- B. The Election Committee shall prepare a slate of officers with district-wide representation. This proposed slate shall be presented to the Executive Board for approval.
- C. The ballot consisting of the final approved slate of officers is to be sent to the membership no later than six weeks before the end of the school year.
- D. Ballots are to be returned to the Elections Committee for tabulation. The Election Committee will report the election results to the Executive Board and membership.
- E. Officers shall be chosen by a majority vote of the total number of votes cast for that office. In the event of ties, a run-off election will occur following the same procedure.

**Article VI**  
**EXECUTIVE BOARD**

- A. There will be an Executive Board composed of the elected officers listed in Article IV-A, the immediate Past-President, and the chairpersons of the following standing committees: Membership, Publication, Social, Elementary Contest, Middle School Contest, and Elections. The President may appoint additional Executive Board members as needed. The term of the office for all of the above will be one year. Members of the District Mathematics Department will serve as advisors to the Executive Board.
- B. Each new Executive Board shall organize as soon as possible after the election.
- C. It shall be the duty of the Executive Board to vote on matters requiring a vote.

**Article VII**  
**COMMITTEES**

- A. There shall be a Program committee with the Vice-President as chairperson.
- B. There shall be the following standing committees: Membership, Publications, Social, Elementary Contest, Middle School Contest, Scholarship/Grants, and Elections.
- C. The Elections Committee shall consist of at least two persons other than the Past-President who shall serve as the chairperson. These two members are to be selected by the chairperson with Board approval.
- D. The President shall establish other committees as deemed necessary.

**Article VIII  
MEETINGS**

There shall be regularly scheduled monthly Executive Board meetings from September through June, open to the membership. A quorum shall be more than half of the Executive Board members. Other general meetings shall be held at times and places to be determined by the Executive Board.

**Article IX  
AMENDMENTS**

Amendments to this constitution may be made as follows: A proposed amendment may be presented to the President by petition containing the signatures of twenty members in good standing. The President will then present this amendment to a vote of the membership ballot. The membership shall be notified of the proposal before the voting day. In the event the above ballot is mailed to members, the ballot must be returned to the President by the day designated on the ballot. Such amendments will become effective when approved by a majority of the responding membership.

**Article X  
PARLIAMENTARY PROCEDURES**

All matters of procedure not specified in this constitution shall be governed when requested, by "Robert's Rules of Order."

**Article XI  
ENABLING CLAUSE**

Constitutional amendments will take effect at the beginning of the next school year.

**Article XII  
DISSOLUTION CLAUSE**

Upon the dissolution of the Broward County Council of Teachers of Mathematics and upon payment of all liabilities, the remaining funds in the treasury of the organization shall be donated to a suitable public charity as previously selected by the Executive Board. This transaction shall be carried out by the treasurer at the time of the dissolution of the organization.

**Revised        02/1985**  
**Revised        02/1988**  
**Revised        04/2003**