

The Constitution was written to be flexible, not rigid. It is believed that any constitution should allow latitude for the new Executive Officers to carry out the program of the organization. The Constitution of the Association of Mathematics Teachers of New York State was amended in 1953, 1958, 1963, 1971, 1979, 1983, 1986, 1987, 1990, 1991, 1999 and 2002. The most recent edition follows on the next few pages.

## **CONSTITUTION OF THE ASSOCIATION OF MATHEMATICS TEACHERS OF NEW YORK STATE (REVISED FEBRUARY 2002)**

### **Article I – Name**

The name of this organization shall be Association of Mathematics Teachers of New York State (Incorporated) (AMTNYS).

### **Article II – Purpose**

- Section 1.** It shall be the purpose of this organization:
- a. To insure better coordination of all activities of mathematics groups in the state.
  - b. To afford a medium of exchange views regarding the teaching of mathematics
  - c. To further the cooperative study of problems relating to the teaching of mathematics at all four levels, elementary, junior high, senior high and college.
  - d. To encourage active interest in mathematics and mathematics education.
  - e. To serve as liaison between the State Education Department and the field.

### **Article III – Membership**

- Section 1.** Active membership in the Association shall be extended to all persons who are engaged in the teaching, or have been engaged in the teaching, in public or private educational institutions or who are interested in mathematics or in mathematics education.
- Section 2.** Student membership shall be open to students enrolled in mathematics or teacher preparation programs.
- Section 3.** Institutional membership shall be open to any school, library, or other institution interested in AMTNYS publications but does not include other privileges extended to individual members.

### **Article IV – Officers**

- Section 1.** The Elected Officers of the Association shall consist of a President, President-Elect, Vice-President, Recording Secretary, and Treasurer.
- Section 2.** The President, having been elected President-Elect the preceding year, shall be designated President at the time of the annual meeting to serve a term of one year, after which the designation shall be Immediate Past President for a one year period immediately following the term of office as President. The President-Elect, Vice-President, and Recording Secretary shall be elected at the time of the annual meeting to serve a term of one year. The Treasurer shall be elected at the time of the annual meeting to serve a term of two years.

### **Article V – Duties of the Officers**

- Section 1.** President. The President shall serve as Chairperson of the Executive Board and shall preside over the sessions of the Assembly except when the President-Elect is specified to preside, shall execute directives of the Executive Board, shall act for AMTNYS in situations requiring immediate attention, shall report all actions to the Executive Board. The President may call special sessions of the Executive Board,

may create and charge committees and appoint chairpersons. The President shall keep the President-Elect informed of administrative actions and shall designate those Function Committees which the President-Elect shall oversee.

**Section 2.** President-Elect. The President-Elect shall oversee assigned Function Committees, shall report pertinent activities of all Function Committees to the Executive Board, and shall preside over the Assembly during Function Committee reports. The President-Elect shall perform the duties of the President when requested by the President or whenever the President shall be unable to perform the duties for which elected.

**Section 3.** Vice-President. The Vice-President shall serve as Coordinator of the annual conference meeting of the Association, shall assume the duties of President and the President-Elect if both are not available, but in such cases shall call on the Executive Board to reassign the responsibilities of all officers.

**Section 4.** Recording Secretary. The Recording Secretary shall keep a detailed record of the proceedings of all meetings of the Association, the Executive Board, and the Assembly.

**Section 5.** Treasurer. The Treasurer shall be the custodian of all income received by the Association, and shall be responsible for the payment of all duly authorized bills and expenses of the Association. The Treasurer shall prepare a detailed financial report covering the calendar year, which shall be audited by a Committee appointed by the President.

## **Article VI – The Executive Board**

**Section 1.** Composition. The Executive Board shall consist of the following

- a. the officers listed in Article IV, Section 1
- b. the Immediate Past President, Executive Secretary, Corresponding Secretary, Journal Editor, Newsletter Editor, Coordinator of Representatives, and the senior delegate to the New York State Council of Education Associations (NYSCEA)
- c. eight Level Representatives, two from each of the Elementary School, Junior High or Middle School, Senior High School, and Collegiate levels one representative elected each year for two year terms at the time of the annual meeting.
- d. Four Executive District Representatives, one from each region (West, Central, North, East) to be elected by the District Representatives within their region. The election is to be supervised by the Coordinator of Representatives.

**Section 2.** Duties. The Executive Board shall be the Board of Trustees of the Association and shall act as the governing body of AMTNYS, with power to enact and implement policy. It shall consider long range plans to further mathematics education in general and in New York State in particular. All other duties are described in the handbook. It shall meet at least two times a year, with 50% of its membership as a quorum. It shall attend meetings of the Assembly and inform the Assembly of its actions.

**Section 3.** Executive Secretary and other designated people shall be appointed by the President with approval of the Executive Board.

**Section 4.** There may be a Corresponding Secretary who shall be appointed by the President.

## **Article VII – The Assembly**

**Section 1.** Composition. The Assembly shall consist of the following

- a. The President and the President-Elect of AMTNYS.
- b. All Function Committee and Ad Hoc Chairpersons, including the NCTM Representative and the NCTM Delegate.
- c. Not more than fifteen Presidential Appointees, chosen by the President for terms of one year, so as to include the Assembly persons performing important duties for the

Association or so as to improve representation of otherwise under-represented areas of mathematics instruction.

- d. All District Representatives.
- e. One named representative from each Affiliated Group.
- f. As nonvoting members, Past Presidents of AMTNYS and AMTNYS Distinguished Service Award Recipients who are not included above.

**Section 2.** Meetings. The Assembly shall meet in the spring when called by the President and during the annual meeting of the Association. One third of the voting members of the Assembly shall constitute a quorum. Each voting member has one vote. A member unable to attend may send a substitute to the meeting who may vote the member's proxy, provided the President is informed of the substitution prior to the meeting. Meetings shall be open to all other AMTNYS members as observers without voice or vote with one exception. The privilege to have voice in discussion may be extended to anyone by the Chairperson or by vote of the Assembly. During the business part of the Assembly, all AMTNYS Members are entitled to voice and vote on the election of officers and level representatives and on amendments of the Constitution and its By-Laws.

**Section 3.** Duties. The Assembly may propose policy that shall then be acted on by the Executive Board. It may submit recommendations to the Executive Board for revisions of the budget. By a two-thirds vote it can instruct the Executive Board to reconsider an action. It shall receive scheduled reports including those of the Finance Committee, the Nominating Committee, the Executive Secretary, and the Treasurer. It shall consider proposed amendments to the Constitution and adoption of its By-Laws.

## **Article VIII – Committees**

**Section 1.** Nominating Committee. Upon assuming office the President shall designate a Nominating Committee for the election to be held the year following his/her term. This Function Committee shall consist of five members: the Immediate Past President, one member who shall be elected by the Executive Board, and three others appointed by the President, to represent in so far as possible the interests of members of AMTNYS. The Committee solicits suggestions from the membership in general and from the District Representative in particular. The Committee presents its slate to the Assembly during the business part of the meeting. Floor nominations, if seconded, are added to the slate, and those members of AMTNYS present at the Assembly meeting vote on the resultant slate. A majority of AMTNYS members in attendance is required for election and a two-thirds vote of AMTNYS members in attendance is required for amendments to the Constitution and its By-Laws for adoption.

**Section 2.** Other Committees. Function and Ad Hoc Committees may be created by the President as necessary. Annual conference meeting committees may be created by the Vice-President as necessary.

**Section 3.** Records. At the time of the annual meeting reports of all committees shall be turned over to the new President or Vice-President who in turn passes them on to the new committee chairpersons or incorporates them into the permanent records of the Association.

## **Article IX – Affiliated Groups**

**Section 1.** AMTNYS, upon receipt of signed application, may confer the status of Affiliated Member to any professional organization that meets the

criteria for membership as determined by the Executive Board. The vote for affiliation must be by two-thirds majority vote of the Executive Board.

**Section 2.** The purpose of affiliation shall be to

- a. provide channels of continuous communication between the affiliated organization and AMTNYS on issues of common concern.
- b. provide a direct opportunity for participation in AMTNYS by representation in the Assembly.
- c. encourage active participation in the activities of AMTNYS by regional organizations and their members.
- d. Section 3. The Executive Board may, by a two-thirds majority vote, disaffiliate with a group.

## **Article X – Dissolution**

If, at any time, AMTNYS shall cease to carry out the purpose 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 one or more organizations selected by the final Executive Board of the Association. Each such organization shall purposes similar to those of AMTNYS and to have established its tax-exempt status under Section 501(c) 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 charitable, scientific and educational programs.

## **Article XI – Amendments and Implementation**

**Section 1.** Amendments. Any member of the Association may propose changes in the Constitution by sending a written copy of the proposed changes to the Executive Board. The Executive Board will consider all proposals and transmit the proposed changes together with its recommendations to the Assembly whose approval is necessary for the amendment to be brought to a vote of the membership. Advance notice of a vote on a proposed amendment shall be given to all AMTNYS members. Voting will occur at the next meeting of the Assembly at the annual meeting during the business part, with two-thirds vote of AMTNYS members in attendance required for adoption.

**Section 2.** Implementation. The President shall determine the steps necessary to implement the changes to the revised governance structure of this Constitution in as expeditious a manner as consistent with an orderly transition.

## **BY-LAWS**

### **Article I – Dues**

**Section 1.** Individual members, student members, institutional members, affiliated groups and retired members shall pay dues in the amounts determined by a two-thirds majority vote of the Executive Board and a majority vote of the Assembly.

**Section 2.** Member's dues shall cover a period of one year.

**Section 3.** Names of those who fail to renew membership shall, after due notice, be removed from the membership list.

### **Article II – Fiscal Year**

**Section 1.** The fiscal year shall run from January 1 until the following December 31.

**Section 2.** Elected Officers and Executive Board members shall serve until their

successors are elected, except that the Treasurer shall serve for two years beginning January 1 following election.

**Section 3.** In the event that a member of the Executive Board other than the President resigns or is otherwise unable to perform the duties for which appointed or elected, the President, with the approval of the Executive Board, may make an interim replacement appointment to the position held by that member.

### **Article III – Meetings and Notices**

**Section 1.** There shall be an annual meeting of the Association at a time to be fixed by the Executive Board.

**Section 2.** Notices of each annual meeting shall be sent to each member and shall include information as to the program and any Association business on which all AMTNYS members are entitled to vote.

### **Article IV – Compensation**

The Association shall pay stipends to designated members recommended by the President and approved by the Executive Board.

### **Article V – Amendments to the By-Laws**

Any member of the Association may propose changes in the By-Laws by sending a written copy of the proposed changes to the Executive Board. The Executive Board will consider all proposals and will transmit the proposed changes together with its recommendation to the Assembly whose approval is necessary for the amendment to be brought to a vote of the membership. Advance notice of a vote on a proposed amendment shall be given to all AMTNYS members. Voting will occur at the next business part of the Assembly at the annual meeting, with a two-thirds vote of AMTNYS members in attendance required for adoption.