

THE CONSTITUTION OF THE
COASTAL COUNCIL OF TEACHERS OF MATHEMATICS
(revised 5/19/2008)

ARTICLE I – NAME

This council shall be known as the Coastal Council of Teachers of Mathematics, hereafter referred to as the council, or CCTM.

ARTICLE II – AFFILIATION

This council shall be affiliated with the National Council of Teachers of Mathematics (NCTM).

ARTICLE III - PURPOSES

- Section 1. To encourage an active interest in mathematics.
- Section 2. To provide the opportunity to study and keep abreast of any new trends in the teaching of mathematics.
- Section 3. To improve teacher training programs for Texas mathematics teachers.
- Section 4. To assist Texas mathematics teachers in obtaining the benefits from the NCTM and the (ME)² by the Sea annual conference.
- Section 5. To promote and sustain active local affiliated councils throughout the state.

ARTICLE IV - MEMBERSHIP

- Section 1. Individual membership is available upon payment of dues as provided in the bylaws.
- Section 2. Associate membership is available to any full-time student upon payment of dues as provided in the bylaws.
- Section 3. Honorary membership may be granted to any person who has rendered service which this council may desire to recognize with a lifetime honorary membership, upon the recommendation of the executive board. An honorary member shall be exempt from paying dues and shall enjoy all privileges of individual membership.
- Section 4. Institutional membership is available to any school, college, or organization, upon payment of dues as provided in the bylaws.
- Section 5. Special interest groups, whose goals are consistent with CCTM, may be recognized by the executive board.

ARTICLE V - OFFICERS AND EXECUTIVE BOARD

- Section 1. The officers of the council shall be a president, two vice-presidents, a secretary, and a treasurer, elected by a plurality vote of the membership.
- Section 2. There shall be an NCTM representative, a TCTM representative, a director of publications, a parliamentarian, a conference board representative, and a government relations representative appointed by the president with the approval of the executive board.
- Section 3. The voting members of the executive board shall consist of the elected officers.
- Section 4. The nonvoting members of the Executive Board shall be the NCTM representative, the director of publications, the parliamentarian, the president elect, the past president, the conference board representative, and the government relations representative.

ARTICLE VI - MEETINGS

- Section 1. There shall be at least one regular meeting of the council during the fiscal year.
- Section 2. There shall be at least one meeting of the Executive Board during the fiscal year.

ARTICLE VII – AMENDMENTS

This constitution may be amended in the following manner:

- A. The proposed amendment or amendments shall be sent to the president or to the secretary at least ninety days prior to the annual meeting.
- B. An announcement of the proposed change(s) and a mailed ballot shall be included in the general announcement of the annual meeting.
- C. To become effective, any change(s) in the constitution shall be approved by a two-thirds majority of members who respond to the mailed balloting.

ARTICLE VIII – DISSOLUTION

If, at any time, the Coastal Council of Teachers of Mathematics shall cease to carry out the purposes that are herein stated, all assets and property held by it, whether in trust of otherwise, shall, after payment of its liabilities, be paid over to the National Council of Teachers of Mathematics to be used exclusively for any project, or educational purpose, as determined by the board of directors of that organization.

THE BYLAWS OF THE
COASTAL COUNCIL OF TEACHERS OF MATHEMATICS
(revised 5/19/2008)

ARTICLE I - RULES OF ORDER

Robert's Rules of Order or *Greggs Parliamentary Law* shall be the authority on all questions of procedure not specifically stated in this constitution and bylaws.

ARTICLE II - EXECUTIVE BOARD

The executive board shall serve as the governing body of the council. It shall have power to transact the business of the council; initiate, develop, and determine the policies of the council; establish the budget; and appoint officers as provided in the constitution and bylaws.

ARTICLE III - QUALIFICATIONS, TERMS, AND DUTIES OF OFFICERS AND OTHER MEMBERS OF THE EXECUTIVE BOARD

Section 1. Qualifications of Officers

- a. Officers of this council shall be individual members of the CCTM, the TCTM, and the NCTM.
- b. One vice president shall be a member with elementary mathematics responsibilities, and one vice president shall be a member with secondary mathematics responsibilities.

Section 2. Terms of Office

- a. All elected officers shall assume their duties at the beginning of the fiscal year.
- b. The president shall serve for a period of two fiscal years, succeeding to office from the office of president elect. This office, if vacated in the second fiscal year, shall be filled by the president elect. This office, if vacated in the first fiscal year, shall be filled by the secretary.
- c. The president elect shall be elected to serve for the fiscal year corresponding to the second fiscal year of the president's term of office. This office, if vacated, shall be filled by an election either by mailed ballot or at the annual meeting of the council.
- d. The vice presidents shall be elected to serve for the period of two years, one elected each year. This office, if vacated, shall be filled by an election either by mailed ballot or at the annual meeting of the council.
- e. The secretary shall be elected to serve for a period of two years and shall be subject to reelection. This office, if vacated, shall be filled by an electronic election or at the annual meeting of the council.

- f. The treasurer shall be elected to serve for a period of two years and shall be subject to reelection. This office, if vacated, shall be filled by the executive board, or by an election, either by mailed ballot or at the annual meeting of the council.
- g. The representative to the Texas Council of Teachers of Mathematics shall be appointed by the president, with the approval of the executive board, for a period of one year, and shall be eligible for reappointment.
- h. The representative to the National Council of Teachers of Mathematics shall be appointed by the president, with approval of the executive board, for a period of one year, and shall be eligible for reappointment.
- i. The director of publications shall be appointed by the president, with the approval of the executive board, for a period of two years and shall be eligible for reappointment.
- j. The parliamentarian shall be appointed by the president, with the approval of the executive board, for a period of one year and shall be eligible for reappointment.
- k. The conference board representative shall be appointed by the president, with the approval of the executive board, for a period of one year and shall be eligible for reappointment.
- l. The government relations representative shall be appointed by the president with the approval of the executive board, for a period of one year and shall be eligible for reappointment.

Section 3. Duties of Officers

- a. The president shall preside at all meetings of the council and the executive board; shall administer the affairs of the council; shall appoint all committees not otherwise provided for; and shall be an ex-officio member of all committees. The president shall prepare an annual report to be given at the annual meeting of the council and filed as part of the permanent record. The president, or designated delegate, shall serve as the official delegate to the NCTM Annual meeting.
- b. The president elect shall perform duties as assigned by the president and shall be an ex-officio member of all committees.
- c. The immediate past president shall assist the president and executive board.
- d. The vice president with elementary responsibilities shall represent the elementary interests, promoting membership and providing publicity. The

vice president with secondary responsibilities shall represent the secondary interests, promoting membership and providing publicity.

- e. The secretary shall keep all records and minutes of the council and of the executive board and shall preserve the annual reports and historical records of the council.
- f. The treasurer shall collect all dues and other income of the council; shall pay all routine bills provided for by the annual budget and such other bills as approved by the executive board or the president, shall maintain a current membership list, shall keep all financial records, and shall make an annual financial report to the executive board and the council. A copy of this report shall be filed as part of the permanent records.
- g. The NCTM representative shall serve as the liaison between NCTM, TCTM, and CCTM.
- h. The TCTM representative shall serve as the liaison with TCTM to promote membership and publicity.
- i. The director of publications shall print and distribute council publications, such as the journal, the newsletter, and ballots.
- j. The parliamentarian shall advise the president on matters of parliamentary procedure.
- k. The conference board representative shall represent CCTM on the conference board which meets semiannually and shall prepare a report from such meetings for the executive board.
- l. The government relations representative shall represent CCTM in business and public affairs where requested by the executive board or the president.

ARTICLE IV – COMMITTEES

Section 1. Standing Committees

a. Publications Committee

This committee shall consist of a chair and two members appointed by the president. The chair shall be the director of publications. The committee shall be responsible for the procurement of materials for publication and distribution of all bulletins of the council and shall submit announcements and other pertinent materials to state and national publications.

Section 2. Special Committees

a. Nominations and Elections Committee

This committee shall consist of the vice president who is not standing for election, and three members at large. The vice president shall serve as chair. The committee shall serve for regular elections. The committee shall make every effort to secure at least two nominees for each vacant office. The nominees shall be presented to the members by way of a printed ballot. Ballots shall be returned to the chair of the committee, who shall, with one other officer, count the ballots and certify the results to the committee.

- b. The Auditing Committee
This committee shall audit the financial records before the annual meeting. This committee shall consist of the president, treasurer, and one other member of the executive board.
- c. Other Special Committees
These committees shall assume duties as outlined when appointed.

ARTICLE V - FISCAL YEAR AND MEMBERSHIP DUES

Section 1. The fiscal year for the Council shall be from September 1 extending through August 31.

Section 2. Membership dues

- a. Annual dues for an individual or associate member shall be five to fifteen dollars as set by the Executive Board.
- b. There shall be no annual dues for honorary members.
- c. Annual dues for an institutional member shall be forty dollars. Institutional members receive three copies of all publications.

ARTICLE VI - MEETINGS AND QUORUMS

Section 1. One regular meeting of the Council shall be held during the annual meeting of (ME)² BY THE SEA. A quorum shall consist of twenty members.

Section 2. At least one meeting of the executive board shall precede the annual council meeting at the (ME)² BY THE SEA meeting. A quorum shall consist of three members.

ARTICLE VII – AMENDMENTS

These bylaws may be amended by a two-thirds majority of the voting members of the executive board present.