

# Constitution of the Mathematics Council of the Alberta Teachers' Association

---

1. **NAME:**

The name of this organization shall be the Mathematics Council of The Alberta Teachers' Association (MCATA).

2. **OBJECTS:**

The object of MCATA shall be to provide leadership to encourage the continuing enhancement of teaching, learning and understanding mathematics.

3. **MEMBERSHIP:**

- (a) **Regular Membership**—Active members of the Alberta Teachers' Association and associate members who are ineligible for active membership, as specified in ATA bylaws, are eligible for regular membership in this council. All such members shall be entitled to full privileges of Council membership including the rights to vote and to hold office.
- (b) **Life Membership**—Life members of the ATA, as specified in ATA bylaws, are eligible for life membership in the Council and are entitled to all the benefits and services of council membership except the right to vote and hold office.
- (c) **Student Membership**—Student members of the ATA, as specified in ATA bylaws, may join this Council and shall be entitled to all benefits and services of Council membership except the right to vote and hold office. There is no fee for student members of the Association to become student members of a specialist council.
- (d) **Honorary**—An honorary membership may be awarded to an individual in recognition of outstanding contributions to education, mathematics, citizenship or humanity. If awarded, an honorary membership shall be presented at an annual conference of MCATA. Honorary members of the ATA, as specified in ATA bylaws, shall be entitled to all benefits and services of Council membership except the right to vote and hold office.
- (e) Membership in specialist councils is not available to those individuals who, under the *Teaching Profession Act* and the Teacher Membership Status Election Regulation, are eligible to make an election of membership and elect associate membership or non-membership in the Alberta Teachers' Association.

4. **SUBSCRIPTION SERVICE:**

Persons or organizations who are ineligible for active or associate membership in the ATA, such as school support staff and parents and libraries, as well as retired teachers and non-active teachers, may be connected with the Council by paying a subscription fee. Payment of the subscription fee includes entitlement to the council's publications as well as other services determined by the Council, but does not provide membership in the council.

5. **FEES:**

Membership fees shall be established and may be changed by resolution at an annual general meeting of this council provided notice has been given 45 days in advance.

6. **FINANCES:**

The executive committee of MCATA shall have power to collect fees and to make expenditures. A financial statement shall be submitted to an AGM.

7. **REPORTING ACTIVITIES:**

MCATA shall submit annually, not later than August 31: an audited financial statement, a statement of assets and liabilities, an annual report of program and activities, and a copy of MCATA's current constitution.

8. **OFFICERS:**

The officers of MCATA shall consist of:

- (a) A president, two vice presidents (a president elect), a secretary and a treasurer (or a secretary-treasurer) who shall be elected every two years, and whose term begins and ends on the date of the MCATA Annual General Meetings. The president, one vice president and secretary will be elected on even calendar years and the other vice president and treasurer will be elected on odd calendar years.
- (b) A past president.
- (c) A PEC liaison appointed by the Provincial Executive Council of the Alberta Teachers' Association and be a voting member of all council committees.
- (d) A staff advisor appointed by the Executive Secretary of the Alberta Teachers' Association and be a voting member of all council committees.
- (e) In the event of a vacancy occurring in an officer position during the term of office the executive shall appoint, from its membership, a member to complete the term.

9. **SUSPENSION OR REMOVAL FROM OFFICE OF SPECIALIST COUNCIL OFFICERS:**

The following mechanism will be used by the Provincial Association to deal with the suspension or removal from office of a specialist council officer or to assume responsibility of the operation of a specialist council under certain circumstances.

9.1 Provincial Association Intervention—In this section,

- (a) *investigated officer* means an officer of the specialist council whose conduct is under investigation pursuant to subsection 9.2;
- (b) *investigator* is the individual appointed by the table officers pursuant to subsection 9.2;
- (c) *specialist council officer* means the president, vice-president (or president-elect), past president or secretary-treasurer (or secretary or treasurer) of a specialist council or any other officer appointed or elected by a specialist council;
- (d) *Provincial Executive Council* means the executive council as defined in section 11 of the *Teaching Profession Act*;
- (e) *table officers* means the Association's officers as defined in Bylaw 37;
- (f) *executive secretary* means the chief executive officer of the Association or a person designated by the executive secretary; and
- (g) *staff officer* means a member of executive staff designated by the executive secretary.

9.2 Where the table officers have or receive information which leads them to believe that a specialist council officer

- (a) has neglected his or her duties to the extent that the proper operation of the specialist council is being negatively affected,
- (b) is mentally incapacitated,
- (c) is engaging in corrupt practices,
- (d) is engaging in financial malpractice or
- (e) has undertaken activities inconsistent with the principles and policies of the Alberta Teachers' Association,

the table officers may initiate an investigation into the conduct of a specialist council officer by appointing an individual to conduct an investigation and to provide a written report to the table officers within a specified time with respect to the results of the investigation.

9.3 In the course of the intervention under subsection 9.1, an investigated officer is entitled to have access to a staff officer for advice.

- 9.4 The table officers may, taking into account the nature of the alleged conduct and the urgency of the matter in question and any submission from the investigated officer, suspend an investigated officer from office pending the completion of the investigation and may terminate the suspension at any time if the table officers conclude that the suspension is no longer warranted.
- 9.5 The table officers may appoint another individual to assume the duties of the investigated officer during the period of the suspension.
- 9.6 The investigated officer may appeal a suspension from office under subsection 9.4 to the Provincial Executive Council by filing a notice of appeal with the executive secretary within 30 days of being notified of the suspension.
- 9.7 If an investigated officer appeals his or her suspension, Provincial Executive Council shall, as soon as practicable, consider representations of the table officers and the investigated officer and shall determine if the suspension should be continued pending the conclusion of the investigation or should be set aside.
- 9.8 During the investigation the investigated officer shall be provided with an opportunity to provide a response to the investigator with respect to the concerns about the investigated officer's conduct.
- 9.9 An investigated officer may, in the course of the investigation, submit his or her resignation to the executive secretary.
- 9.10 Where an investigated officer resigns in accordance with subsection 9.9, the investigation shall be continued with the cooperation of the investigated local officer and the resignation does not extinguish any liability that the investigated local officer may have with respect to acts which occurred during the period the office was held.
- 9.11 The investigated officer has a duty to cooperate during the investigation and the investigator may direct the investigated officer or any other member of the Alberta Teachers' Association to
  - (a) answer any inquiries the investigator may have relating to the investigation;
  - (b) produce any records or other property in the investigated officer's possession or under his or her control that are or may be related in any way to the investigation;
  - (c) give up possession of any record for the purpose of allowing the investigator to make a copy and return the records within a reasonable time of receiving the records; and

- (d) attend before the investigator for the purpose of complying with (a), (b) or (c) of this subsection.
- 9.12 In the event that the investigated officer fails or refuses to cooperate with the investigator, the failure to do so shall be noted by the investigator in his or her report to the table officers.
- 9.13 Upon completion of the investigation, the investigator shall submit a written report to the table officers and a copy of the written report shall be provided to the investigated officer.
- 9.14 The table officers, upon consideration of the report of the investigator, may make one or more of the following orders:
  - (a) remove the investigated officer from office;
  - (b) restrict the investigated officer's eligibility for office in the future;
  - (c) if the investigated officer was suspended during the investigation, reinstate the investigated officer to office and impose any conditions or restrictions that the table officers consider appropriate in the circumstances; and shall advise the investigated local officer and Provincial Executive Council of their decision.
- 9.15 If the table officers remove the investigated officer from office, then the table officers may appoint another individual to assume the duties of the investigated officer until a new officer is elected or appointed to the position in accordance with this constitution.
- 9.16 The investigated officer may appeal the decision of the table officers under subsection 9.14 by filing a notice of appeal with the executive secretary within 30 days after being notified of the decision.
- 9.17 If an investigated officer appeals the decision of the table officers, Provincial Executive Council shall, as soon as practicable, consider representations of the table officers and the investigated officer and shall determine if the decision of the table officers shall be confirmed, varied or set aside.
- 9.18 In an appeal under subsection 9.7 or 9.17, the table officers may make submissions to Provincial Executive Council respecting the outcome of the appeal.
- 9.19 Official Trustee—Subject to a two-thirds majority vote, Provincial Executive Council may appoint an official trustee to conduct the affairs of the specialist council, subject to any terms and conditions the Provincial Executive Council considers necessary:

- (a) when the specialist council fails to comply with the requirements of section 8;
  - (b) when the specialist council fails to comply with the requirements of section 14;
  - (c) when the Provincial Executive Council considers it in the interests of the Association to do so.
- 9.20 The specialist council may appeal the appointment of an official trustee to a representative assembly.
- 9.21 An official trustee appointed under subsection 9.19 has the powers and duties conferred by the General Bylaws on a specialist council and conferred by this constitution.
- 9.22 On appointment of an official trustee to the specialist council, the officers of the specialist council cease to hold office as officers of the specialist council.
- 9.23 An official trustee continues in office until the Provincial Executive Council or a representative assembly determines that the official trusteeship is no longer necessary.

10. **EXECUTIVE COMMITTEE:**

The executive committee shall be the executive and administrative body of MCATA and shall consist of the officers and the following members:

- (a) No more than 6 directors.
- (b) A representative, where feasible, from each of the following:
  - i) Alberta Education
  - ii) an Alberta university—Faculty of Education
  - iii) an Alberta university—Department of Mathematics
  - iv) an Alberta college or technical institution.
- (c) In the event of a vacancy occurring in a director's position during the year, the executive may appoint from the membership of MCATA, a member to complete the term.

11. **COMMITTEES:**

The executive committee may appoint from time to time such committees as are necessary to carry out the work of MCATA.

12. **ADVOCACY:**

Any representation, action or communication which MCATA wishes to make with any organization, government department or other agency, shall be conducted through PEC of the ATA.

13. **REGIONAL COUNCILS:**

The executive committee shall encourage the formation of regional councils and shall have the authority to grant recognition to, establish boundaries of, and develop regulations which are not inconsistent with this constitution or the policies of the ATA for governing the organization and operation of such regional councils.

14. **MEETINGS:**

- (a) Officers shall meet twice each year or more often as required at the call of the president.
- (b) Executive: The executive committee shall:
  - (i) meet at least once each year, or more often at the call of the president
  - (ii) meet in situations deemed emergent at the written request of a majority of the executive
  - (iii) conduct the affairs of MCATA between AGM's.
- (c) Annual General Meeting: MCATA shall hold an AGM for which a 45 day notice will be provided, chaired by the outgoing president, the agenda of which shall provide for the following:
  - (i) Adoption of minutes from the previous AGM and any special general meetings held in the interim.
  - (ii) The annual report of the president.
  - (iii) The annual report of the treasurer.
  - (iv) Receiving of committee reports.
  - (v) An audited financial statement for the preceding fiscal year.
  - (vi) An annual budget.
  - (vii) Revisions to the fees for membership in MCATA for which the required notice of motion has been given.
  - (viii) Proposed amendments to the constitution for which the required notice of motion has been given.
  - (ix) Election of officers.
  - (x) Other business.

15. **QUORUM:**

(a) Annual General Meeting: The quorum for the annual general meeting shall be the members in attendance. (b) All Other Meetings: Quorum shall consist of a majority of voting members of executive or committee.

16. **NATIONAL/INTERNATIONAL ORGANIZATION:**

After three (3) months' notice of motion MCATA may, by a majority vote of those present at an AGM and subject to approval by PEC:

- (a) join or affiliate with a national or international organization representing the same special interest; or
- (b) cancel its membership or affiliation with a national or international organization.

17. **AMENDMENTS:**

After a 45 day notice of motion has been provided to the membership of MCATA, this constitution may be amended by a two-thirds (2/3) vote of the members present at the AGM of MCATA, subject to the ratification of PEC of the ATA.

18. **DISSOLUTION:**

In the event of dissolution of MCATA, all assets will be turned over to the ATA.

Ratified by ATA TOC's on 1976 09 12, 1977 10 02, 1980 11 27; MC AGM 1992 11 05, ATA TOC's on 1992 11 23, 1996 11 02, 2000 01 07, 2011 01 17..  
Amended by Provincial Executive Council 2005 04 07 (legislated membership changes)  
Amended by Provincial Executive Council 2006 06 15–16 (membership category changes)  
Amended by Provincial Executive Council 2007 09 20–21 (suspension or removal of officers)  
Amended by Provincial Executive Council 2007 10 25–26 (PEC liaison voting changing)  
Amended at MC AGM 2010 10 23  
Amended by Provincial Executive Council 2011 06 16–17  
Amended by ATA Table Officers, 2014 09 09  
Amended by ATA Table Officers, 2015 05 25 (student membership fee change)