

ARTICLE I - NAME

The name of this Association shall be the Manitoba Association of Teachers of Spanish (MATS) and shall exist as a Special Area Group in affiliation with the Manitoba Teachers' Society.

ARTICLE II - AIMS AND OBJECTIVES

The objectives of the Association shall be:

- (a) to promote and advance the teaching of the Spanish language and Hispanic cultures in the Province of Manitoba;
- (b) to provide means of exchanging ideas and to encourage research in new trends and developments pertaining to, and affecting, the extension and advancement of the Spanish language in Manitoba;
- (c) to promote the cultural enrichment of the members of the Association;
- (d) to promote and educational activities of its members by holding meetings, seminars, etc. to discuss matters pertaining to:
 - (i) recruitment, training and qualification of teachers of Spanish;
 - (ii) methods of teaching Spanish;
 - (iii) courses of study, textbooks and teaching aids;
 - (iv) any other topics and problems related to the objectives stated in Article II;
- (e) to furnish recommendations and advice to The Manitoba Teachers' Society Provincial Executive, and the Professional Services Steering Committee of the Manitoba Teachers' Society on matters affecting second language teachers;
- (f) to provide the means of exchanging ideas and to act as a resource in sharing developments in the teaching of Spanish as a second language;
- (g) to maintain liaison with other professional organizations serving in related fields;
- (h) to issue a regular informative newsletter and/or journal;
- (i) to encourage any activity which would further the above-stated goals of this Association.

ARTICLE III - MEMBERSHIP

Membership shall be voluntary and open to any active or associate member of the Manitoba Teachers' Society or other individuals interested in Spanish language teaching. The majority (60%) of the Manitoba Association of Teachers of Spanish must be active members of the Manitoba Teachers' Society.

ARTICLE IV - RELATIONSHIP TO THE SOCIETY

The Association is affiliated to the Society as a special area group and as such is subject to the conditions and entitled to the benefits stated within the Special Area Group terms of Affiliation as approved at the 1978 Annual General Meeting of the Society and as amended at the 1979, 1980, 1981, and 1988 Annual General Meeting of the Society.

ARTICLE V - FEE AND FINANCIAL RECORDS

- (a) Provincial membership fees shall be established by resolution at each annual general meeting of the association.
- (b) The fiscal year end of the association shall end the 30th of June.
- (c) In the event that the Manitoba Teachers of Spanish Association shall be inactive for two years, all MATS funds shall become the property of the Manitoba Teachers' Society.

ARTICLE VI - EXECUTIVE OFFICERS

- (a) The executive officers of the association shall consist of a president, a vice-president, a secretary, a treasurer, an editor, and where applicable, a past-president, all of whom shall be elected for a term of one year (an officer can serve more than one consecutive term if re-elected) at the annual general meeting. The past-president and editor shall also serve as a member of the executive committee. The quorum will be 3 out of 5 members. or where there is a past-president 3 of 6 members.

- (b) Any member of the association shall have the right to hold elected office.

- (c) All members of the Association shall have the opportunity to participate in the election of executive officers at the annual general meeting.

- (d) Attendance at Executive Committee Meetings

If any member of the Executive Committee fails to attend three successive full meetings of the Executive, he or she shall be asked by the Secretary either to offer to the Executive assurances of his or her commitment to serve on the Executive Committee or to withdraw from the membership of the Executive Committee.

- (e) Filling Vacant Positions

In the event that a non-table officer cannot fulfill his or her duties, the remaining officers may decide by simple majority, to invite a regular member to fill the vacancy for the remainder of the term./

In the event that the Secretary, Treasurer or Vice-President cannot fulfill his or her duties, the President, with the concurrence of two-thirds of the Executive Committee, shall appoint a member of the association to fill the vacancy for the remainder of the term.

- (f) Terms of Office

The terms of all officers of the Executive Committee shall be one year. They may be re-elected annually up to a maximum of four years.

- (g) The Executive committee shall have the authority to appoint chairpersons of special committees and outline terms of reference of these committees. The chairpersons of such committees may be invited to join the Executive for a specified period of time.

- (h) The Executive Committee on behalf of the Association may invite individuals to act on the Advisory Councils.
- (i) The Executive Committee shall cooperated with regional/local organizations having similar aims.

ARTICLE VII - COMMITTEES

- (a) From time to time, the Executive of the MATS may appoint a committee or committees from the members of the Association, define the duties and give the directions to committees so constituted.
- (b) The committees are responsible, to, and report their findings, etc. to the Executive.

ARTICLE VIII - DUTIES

(a) President

The President shall be the presiding officer of the Association, the Chairperson of the Executive Committee, and a member, ex-officio, of all committees appointed by the Executive Committee. The President shall have general supervision of all matters and affairs of the Association. The President, at the conclusion of his/her term of office, automatically assumes the position of Past President.

At the annual general meeting, the President shall submit a written report on the business of the Association during the year, and the Treasurer shall submit, in writing, a report of the financial condition of the Association, including a detailed statement of all receipts and expenditures..

(b) Past President

The Past President, where applicable, shall be a member of the Executive Committee and shall generally assist and advise the President and Vice-President. The Past President shall act as chairperson of the meeting,(where there is one,)otherwise the executive shall appoint a chair.

(c) Vice-President

The Vice-President shall generally assist the President in his/her duties. In the absence of the President, or the event that the President is unable to complete his/her term of office, the President's duties shall be performed by the Vice-President.

(d) Secretary

The Secretary shall have charge of all archives of the Association, shall prepare or cause to be prepared and preserved a record of all meetings of the Association and the Executive Committee. The Secretary shall sign all general correspondence in the name of the association when authorized to do so by the executive Committee..

(e) Treasurer

The Treasurer shall have the care and custody of all monies of ht Association and shall deposit same in such bank or other financial institution as shall be designated by the Executive Commit-

tee. The Treasurer shall keep or cause to be kept, a proper set of books of account of the Association and shall exhibit the same to the Executive Committee when required. The Executive Committee shall annually appoint an independent auditor to prepare and submit to the Society an audited report of the financial position of the Association. This report shall be filed with the Society by the 15th of October of every year.

(f) Editor of the Newsletter

The Editor of the Association Newsletter shall have charge of the publishing of the Newsletter of the Association at such times and in such a manner as meets with the approval of the Executive Committee.

Signing Officers

The signing officers of the Association shall be:

- (i) the President, who shall sign all correspondence of a special nature, such as press releases, legal documents, etc.;
- (ii) any two of the following three officers shall have the authority to jointly issue cheques: the Treasurer, the President, and the Vice-President.

(g) The executive committee shall submit to its members the following reports prior to or at the annual general meeting:

- (i) The President shall provide a report of the past year's activities and a copy of this report shall be sent to the Manitoba Teachers' Society executive committee.
- (ii) The Treasurer shall provide (in writing) an audited financial statement of the past year's activities to the Manitoba Teacher's Society executive committee.

ARTICLE IX - MEETINGS

- (a) The annual general meeting of the Association shall be held each year at the time and place to be designated by the Executive Committee.
- (b) Other general meetings of the Association shall be held from time to time as called by the Executive Committee.
- (c) Membership must be notified at least two weeks in advance of any general business meeting.
- (d) 20% of the paid-up membership shall constitute a quorum.

ARTICLE X - VOTING

Voting at all meetings shall be by show of hands, except when a ballot is demanded by one-third of the members present.

ARTICLE XI - REPRESENTATION TO AGENCIES OUTSIDE THE MANITOBA TEACHERS' SOCIETY:

Any representation made by the association to any authority outside the Manitoba Teachers' Society on any matter which is properly the concern of the Society shall be conducted through the officers of the Society.

ARTICLE XII - CONSTITUTION

A copy of the constitution of the Association shall be filed in the Manitoba Teachers' Society office.

ARTICLE XIII - AMENDMENTS TO THE CONSTITUTION

- (a) The constitution may be amended by a two-thirds majority vote of the members present at any regular session of the annual general meeting
- (b) 20% of the paid-up membership shall constitute a quorum;
- (c) Amendments to the constitution shall not become effective until they have been approved by the Manitoba Teachers' Society executive committee.

ARTICLE XIV - DISPOSITION OF ASSETS

- (a) In the event that the Association decides not to function:
 - (i) The Executive of the Association shall notify the Executive of the Society.
 - (ii) The assets of the Association shall be held in trust by the Society for a period of two (2) years from the date of the notification or
 - (iii) should after two (2) years following notification, the Association not form an Executive, the assets of the Association shall be turned over to the Manitoba Teachers' Society to be disposed of as the Executive of the Society see fit.

- (b) In the event that the Association has not formed an Executive for two (2) successive years, the Association shall be deemed inactive by the Society. The executive of the Society shall take the following action:
 - (i) The assets of the Association shall be held in trust by the Society for a period of two (2) years or until such time as a new Executive is formed, whichever comes first.
 - (ii) Should no new Executive of the Association be formed after the assets of the Association have been held in trust for a period of two (2) years, the assets of the Association shall be turned over to the Society to be disposed of as the Executive of the Society sees fit.