MONTANA STATE TEACHERS OF THE YEAR
BYLAWS

ARTICLE I - NAME

This organization shall be known as the Montana State Teachers of the Year (MT STOY).

ARTICLE II - MISSION STATEMENT

We, the Montana State Teachers of the Year (MT STOY), aim to promote teacher leadership that will impact student learning by elevating the teaching profession through purposeful, non-partisan engagement in state-wide activities and conversations related to education.

ARTICLE III - PURPOSE/GOALS

MT STOY aims to meet our mission through the following activities:
• Communicating and collaborating with the National Network of State Teachers of the Year
• Providing avenues for Montana Teachers of the Year and finalists to collaborate on a variety of activities
• Sharing opportunities for Montana Teachers of the Year and finalists to positively impact education policy in our state as well as nationally
• Providing leadership opportunities for State Teachers of the Year and finalists
• Developing a list of available speakers and presenters for education conferences
• Participating in community service
• Maintaining a cadre of teacher leaders who impact teacher preparation, educator recruitment, and retention
• Empowering and elevating the teaching profession through advocacy efforts and engagement in state-wide conversations and activities

ARTICLE IV - MEMBERSHIP

4.1 Eligibility of Members

Eligible members will include (a) Montana Teachers of the Year and (b) Montana Teacher of the Year finalists.

4.2 Privileges of Members
All current members will have opportunities to:

- Be included in all membership communications concerning the organization
- Have access to the full resources of the organization
- Serve on committees of the organization
- Participate in activities to further the MT STOY organization’s mission
- Represent and/or speak on behalf of the organization as requested by the President observing policies and procedures defined by the organization
- Participate in discussions online, in meetings, and at the annual meeting
- Actively support and promote the purposes of the organization

4.3 Voting Rights

4.3.1 Voting  Any MT STOY member shall have the right to vote, once awarded membership at the Annual Meeting, on such matters as are submitted to them for a vote. MT STOY members may make motions and enter into discussions during the meetings, vote as to any matter before the members, and/or submit their name for consideration as an officer.

4.3.2 Amendments to the Bylaws  A MT STOY member may propose and vote on amendments to and revisions of the Bylaws. A proposal for an amendment may be considered at the annual meeting if such written proposal is submitted to the President 30 days prior to the annual meeting. MT STOY members will be notified by electronic mail at least fifteen 15 days prior to the annual meeting and such notification shall contain the written proposal of the amendment. The proposed amendments will pass with the majority of votes of members voting.

4.3.3 Election of Officers  Election of officers will be held at the annual meeting by a majority of MT STOY members. New officers will be installed at the end of the annual meeting, with the exception of the initial elections.

4.4 Meetings

4.4.1 Annual Meeting  The annual meeting of the members shall be held during the MEA-MFT Educators’ Conference. At this meeting, the new members will be recognized. The Executive Committee may elect to move the annual meeting if special circumstances warrant such a change.

4.4.2 Special Meetings  A special meeting of the members may be held when requested by the President and may be conducted via internet technology. MT STOY Members shall be entitled to vote electronically on any business.

4.4.3 Notice of Meetings  Electronic notice stating the place, date, and hour of any meeting shall be communicated electronically to each member stating the purpose or purposes for which the meeting is called no fewer than five days before the date of the meeting.
4.4.4 In lieu of meetings, the President may prepare documents explaining positions or actions of MT STOY for approval to the membership for an electronic vote to meet “Just-in-Time” impact of MT STOY. The majority of votes will determine action.

ARTICLE V - OFFICERS

5.1 Officers
The elected officers of MT STOY shall be the President, Vice President, Secretary, Treasurer, and Communications Officer.

5.2 Elections
The officers will be elected at the annual meeting. The Vice President will submit the names of the proposed officers to the members at the annual meeting. Elections of all officers shall be by an affirmative vote of the majority of the Members.

5.3 President
The President’s duties will be to:
• Serve as the official spokesperson for the MT STOY organization
• Serve as liaison to NNSTOY
• Preside at the annual meeting and other meetings of the organization
• Appoint chairpersons of standing committees and ad hoc committees
• Serve as an ex officio member of all committees except the Nominating Committee
• Communicate with officers and committee chairpersons on a regular basis
• Communicate information about upcoming meetings and events with all members
• Approve communications
• Prepare an annual report to be presented to the members

5.4 Vice President
The Vice President’s duties will be to:
• Preside over meetings in the absence of the President
• Serve as the Chairperson of the Membership Committee
• Develop and maintain a registration process for membership
• Present the slate of nominees to the membership for elections at the Annual Meeting

5.5 Secretary
The Secretary’s duties will be to:
• Serve on the Executive Committee
• Keep accurate minutes and notes of major points discussed and all votes during all Member meetings (annual meeting, special meetings, and electronic meetings)
• Send a rough draft of the minutes to the Board for approval 30 days prior to the annual meeting
• Maintain records and documents for the organization
• Give a report on the minutes for all meetings in the year at the annual meeting

5.6 Treasurer

The Treasurer's duties will be to:
• Serve on the Executive Committee
• Maintain a full and accurate account of receipts and disbursements in spreadsheets that belong to the MT STOY organization
• Deposit all monies in the MT STOY accounts
• Make payments approved by the President

5.7 Communications Officer

The Communications Officer's duties will be to:
• Serve on the Executive Committee
• Maintain the MT-NNSTOY website
• Maintain all social media for MT STOY, including Facebook, Twitter, and other platforms

5.8 Good Faith

The Officers shall act in good faith while executing their duties and shall consult and cooperate with the Executive Committee (Officers and Chairpersons of Committees).

ARTICLE VI - COMMITTEES

5.1 Committees

The President may designate, from among MT STOY, members to serve within one or more committees on an as-needed basis. Each committee shall consist of no fewer than three (3) members. The President shall select and appoint the committee members with input from the Executive Committee. The President shall serve as an ex officio member of all committees. The committee will elect a Chairperson for each committee. The Chairperson will submit recommendations to the President and MT STOY members for discussion and approval through communications and at the annual meeting. A committee may not by itself approve an action that requires membership approval.

5.2 Executive Committee

The Executive Committee shall be comprised of the Officers and Chairpersons of each standing committee. The President will arrange electronic or face-to-face meetings as needed to share information and determine priorities, plans, and actions of the MT STOY organization.
ARTICLE VII - PROCEDURES

6.1 Fiscal Year
The fiscal year shall be July 1 through June 30.

6.2 Accounting

6.2.1 Purchasing and Expenditures  The President and Treasurer will each be able to sign checks for expenditures with receipts. The President will examine receipts and approve check requests from all officers and chairpersons prior to purchase. The Treasurer will write checks for requests approved by the President.

6.2.2 Responsible Parties  The President and Treasurer will carry out financial transactions for the organization. MT STOY will collaborate with the financial institution to ensure coverage should one member become unable to carry out these transactions.

6.2.3 Reporting  The Treasurer will submit a quarterly report (or when requested by the President) of expenditures and assets with receipts to the President and present the report at the annual meeting.

6.3 Policies

6.3.1 The MT STOY organization will not endorse political campaigns or candidates for office.

6.3.2 Individual MT STOY members may not use the name of MT STOY for endorsement without submitting the proposal to the MT STOY Executive Committee and receiving approval in advance.

6.3.3 Membership contact lists may not be publicly released without permission of the members. Information may be shared with MT STOY members and the National Network of State Teachers of the Year (NNSTOY).

Approved on ________
By inaugural Executive Committee:

President ________
Vice President ________
Secretary ________
Treasurer ________
Communications Officer ________