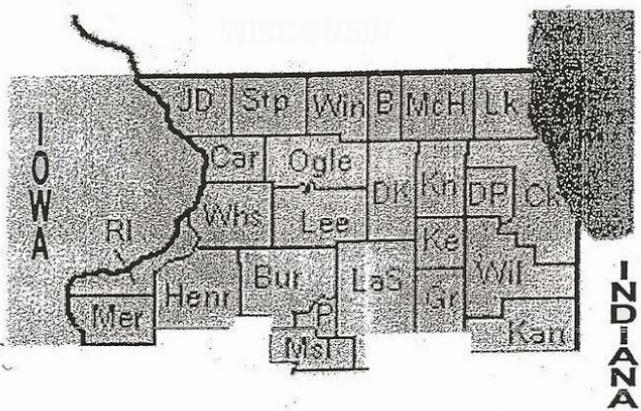




CONSTITUTION

**AATF
CHICAGO/NORTHERN
ILLINOIS CHAPTER**

TERRITORY



The limits of the AATF Chicago/Northern Illinois Chapter are the Wisconsin border on the north, the counties of Mercer, Henry, Bureau, Marshall, LaSalle, Grundy, and Kankakee on the south, the Mississippi River on the west, and the Indiana border on the east.

AATF CHICAGO/NORTHERN ILLINOIS CHAPTER
CONSTITUTION & BY-LAWS
2012 REVISION

CONSTITUTION

Article I – Name

The name of this organization shall be the Chicago/Northern Illinois Chapter of the American Association of Teachers of French (AATF).

Article II – Territory

The territory of the Chicago/Northern Illinois Chapter shall include Regional Supervisory Districts 1 and 2 as defined in the Directory of Illinois Schools 1966-67. The limits of this territory are the Wisconsin border on the north, the counties of Mercer, Henry, Bureau, Marshall, LaSalle, Grundy, and Kankakee on the south, the Mississippi River on the west and the Indiana border on the east.

This territory shall be part of Region VII or the West Central Region.

Article III - Purpose

The Chicago/Northern Illinois Chapter of the AATF shall serve the interests of teachers of French and others deeply interested in furthering the study of French who live within its geographical boundaries.

Article IV – Membership

Membership in the Chicago/Northern Illinois Chapter shall be open to all teachers of French presently engaged in the teaching of French, as well as to former teachers of French, Language Consultants, French editors, students whose major or minor is French, and others deeply interested in furthering the study of French.

Article V – Dues

To remain an active member of the chapter, each member must pay annual dues to the AATF National Office in an amount to be determined by National. If the Treasurer of the Chicago/Northern Illinois Chapter receives dues and membership forms, these should be forwarded in their entirety to the National Office. The National Office will then remit to the Chapter in a timely manner the Chapter's percentage of the dues paid.

The membership year shall run from January 1 to December 31.

Article VI – Government

The governing body of the Chicago/Northern Illinois Chapter shall be an Executive Council elected by the chapter members in good standing.

The Executive Council shall consist of no fewer than fifteen (15) and no more than twenty-five (25) members: six (6) officers and nineteen (19) Council members. Terms of membership in the Executive Council shall be two years to begin on June 1 of the year elected. Past Presidents . shall be permanent ex-officio members of the Executive Council with the exception of the immediate Past President who shall retain his/her voting privileges and membership.

A member at large who has served two consecutive terms on the Executive Council is not eligible for re-election the following year unless it be as a Chapter officer.

If unforeseen circumstances prevent a member's active participation in the executive council, his/her resignation will be accepted and the person who received the next highest number of votes in the last election will be invited to fill the unexpired term. This shall not count as one of the two consecutive terms that member is eligible to serve.

The Executive Council shall hold a minimum of three meetings a year.

Article VII – Officers

The officers of the Chapter shall be a President, three Vice-Presidents, a Secretary and a Treasurer. The President, First Vice-President, Secretary, and Treasurer shall serve no more than two consecutive terms in any one capacity. The Second Vice President and Third Vice President shall be appointed by the President and these appointments must be ratified by a 2/3 vote of the executive council.

Article VIII – Amendments

This Constitution, with the exception of this article, may be amended upon the recommendation of a two-thirds (2/3) vote of the Executive Council and approved by a majority of the General Membership voting.

If amendments are a result of changes directed by National Headquarters of AATF, they may be made upon the recommendation and approval of a two-thirds (2/3) vote of the Executive Council.

Article IX - Dissolution

This Chapter may be dissolved by a two-thirds vote of the members present and voting at a regular or specially called meeting or through the suspension of its charter by the National organization acting under the authority of National By-Law IV, 2 (c). In case of dissolution, all remaining funds in the chapter treasury and all chapter records shall be turned over to the National Executive Director of the AATF under terms of the aforementioned By-Law.

BY-LAWS

Article I - Duties of the officers

The President shall preside at all meetings of the Executive Council and of the General Membership and shall have all the powers and duties attached to this office, i.e., convening meetings, coordinating activities, making appointments of personnel, communicating among committees, state and national organizations, and representing the organization at all official functions. The President shall represent the Chapter at the annual National AATF meeting.

The three Vice-Presidents shall be the First Vice-President who shall act for the President in his/her absence and who shall be in charge of the program; the Second Vice-President who shall be in charge of Francofeuilles, the Chapter Newsletter; and the Third Vice-president who shall be in charge of the National French Contest.

The Secretary shall record all official proceedings of the Executive Council and of the General Membership, send copies of the minutes to each member of the Executive Council, keep the Regional Representative and the National AATF Bulletin informed of these proceedings and handle other official correspondence. The Secretary shall retain all past minutes of the Chapter during the term of office.

The Treasurer shall have charge of and shall be responsible to the Executive Council for all financial matters. The Treasurer shall also maintain an alphabetical chapter membership list by February 1. The Treasurer shall be prepared for a yearly review of all records in his charge and make a report to the Executive Council at the end of the fiscal year (June 30). This report shall be made at the first Executive Council meeting after the end of the fiscal year.

Article II – Elections

Annual elections of the Executive Council members shall be held in the following manner:

1. The President, First Vice-president, Secretary and Treasurer and one-half of the other executive council members shall be elected for a two-year term during the even-numbered years. The remaining half of the Executive Council shall be elected during odd-numbered years. The first year (1968) or when determined necessary by the Executive Council, the Nominating and Election Committee will propose a slate of candidates for a one-year term and one for a two-year term.
2. By January 1 of each year, a Nominating and Election committee of at least three chapter members in good standing shall be appointed by the President. At least one member shall be a member of the current Executive Council.
3. At the winter meeting of each year, the Nominating and Election Committee shall present a slate of candidates consisting of a minimum of two candidates, whenever possible, for each office. In making its selection, the Nominating and Election Committee shall insure that the membership of the Executive Council is always broadly representative of the total teaching profession within the chapter and shall therefore give attention to the following factors: teaching levels, specialties, geographical distribution, types of schools, etc. Nominations from the floor shall be accepted at this meeting.
In the event that there is no candidate for an elected office, the other currently elected officers shall appoint a current or former Executive Council member as officer for one year or for the duration of the term. This appointment must be ratified by a 2/3 vote of the Executive Council.
4. By the end of March of each year, a printed ballot shall be mailed to each chapter member in good standing. The ballot shall contain the names of the candidates proposed by the Nominating and Election committee and give a brief biographical note on each candidate. Only those who have been members in good standing for at least one year shall be listed as candidates, and only those who have been members of the Executive Council or officers of the Chapter shall be listed as candidates for officers. Other nominees may be proposed with the approval of the Executive Council.
5. By the end of April of each year, ballots shall be back in the hands of the Nominating and Election Committee to be counted. Election shall be determined by a majority of the General Membership voting. The results of the election shall be announced in writing along with the announcements for the spring meeting. The new officers of the Executive Council shall be presented to the membership at the time of the spring meeting and shall take office on June 1 of the year elected.

Article III - General Meetings

There shall be a minimum of three meetings in the course of each school year: one in Autumn,

one in Winter, and one in Spring. A registration fee may be charged to those attending these meetings.

Article IV – Committees

1. Program Committee: This committee shall consist of no fewer than four members including the chairperson who shall be the First Vice-President of the Chapter. This committee shall be responsible for the planning of the three General Meetings including publicizing the event, disseminating information, collecting reservations, and hosting the event.

2. Membership Committee: This committee shall consist of no fewer than three members including the chairperson who shall be the Treasurer of the Chapter. This committee shall be responsible for the growth of the Chapter. The Chairperson of the committee shall make regular progress reports on membership to the Executive Council.

3. National French Contest: This committee shall consist of no fewer than four members including the chairperson who shall be the Third Vice-president of the Chapter. This committee shall be responsible for the planning and administration of the National French Contest at the local level, the selection of prizes, and the presentation of prizes to contest winners. The chairperson of this committee shall report to the Executive Council and the General Membership on the plans for the Contest by the winter meeting and the results of the Contest at the next regular meeting after the Contest. The chairperson shall submit a financial report on a regular basis to the Executive Council and an annual written financial statement shall be prepared for the treasurer at the end of the fiscal year.

4. Communications Committee: This committee shall consist of no fewer than three members, including the Newsletter editor who shall be the Second Vice-President as chairperson, and shall be responsible for the gathering, the editing, and the disseminating of information concerning pedagogical, professional, or cultural issues of interest to the membership.

5. Nominating and Election Committee: This committee shall consist of at least three chapter members in good standing, appointed by the President by January of each year and who are not running for office.

The committee's duties shall consist of the preparation of a slate of candidates for each office, the mailing of the ballots for distribution to the membership, the collecting and counting of ballots, and the reporting of results to the membership.

Article V - National French Contest

The Chicago/Northern Illinois Chapter and, on its behalf, the Executive Council shall sponsor the administration of the annual National French Contest. This Contest shall be administered at the local level under the chairmanship of the Third Vice-president. This Contest shall be set up

according to the rules and regulations established by the National Director and the Executive Council.

Article VI – Communications

A chapter Newsletter shall be distributed for the purpose of informing the General Membership about events of pedagogical, professional or cultural interest to the membership. The Newsletter editor shall be the Second Vice-president.

Article VII - Prix du Chapitre

Up to three awards may be given annually by the Chapter to recognize outstanding contributions to the teaching of French (pre-school, elementary, secondary, post-secondary, or adult education are all eligible). The Prix du Chapitre Committee shall consist of at least three members including the Chapter President who shall chair the committee.

Article VIII - Other Committees

The President shall appoint other committees on an ad hoc basis with the approval of the Executive Council.

Article IX – Amendments

These by-laws may be amended by a two-thirds (2/3) vote of the Executive Council and approved by a majority of the General Membership voting.

If amendments are a result of changes directed by National Headquarters of AATF, they may be made upon the recommendation and approval of a two-thirds (2/3) vote of the Executive Council.

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