

Charter of the English Teachers' Association of Georgia

This is the initial document written in December 1994. Amendments to the Charter (Articles I, II VI) are reflected in the latest Georgian version approved by the Georgian Ministry of Justice in December 2000.

Article 1: Name and Purpose.

Section 1: The name of the Association will be the English Teachers' Association of Georgia (ETAG) .

Section 2: The purposes of the Association are to:

- A:** stimulate the professional development of Georgian teachers of English (organizing conferences and teacher-training courses, improving teaching techniques, introducing new textbooks, etc.).
- B:** establish and maintain contacts through affiliation with the international Organizations: IATEFL, TESOL, also with the British Council, American Embassy, Soros Foundation and Peace Corps. Take advantage of any assistance they can provide.
- C:** collect and disseminate useful information about new developments in teaching English as foreign language.
- D:** provide opportunities for discussion and group study of the issues in this and related educational fields.

English Teachers' Association of Georgia is a professional, non-governmental, non-profit and non-political organization. It has a bank account, a logo and a stamp.

Article II. Structure.

Section 1: The officers of this Association shall be a President, a director, a manager, a courses coordinator, a bookkeeper, an editor and the Heads of regional offices, each representing different areas of activity, a secretary and a treasurer.

Section 2: The Board shall consist of six officers, the last ex-president and one representative each from any regional subgroups and special interest groups that may develop. Also of the editor and a consultant. The Committee shall direct the work of the Association and shall be responsible for meeting the purposes as Stated in Article 1, Section 2.

Section 3: The President shall preside at all meetings and have general responsibility for conducting the business of the Association. In addition, the President shall serve as a liaison officer to international organizations and coordinate the affairs of the Association.

Section 4: The director will coordinate the work of the central office in Tbilisi and the branch representatives, also be responsible for managing the projects.
Arrangements in connection with their specific areas of activity, and for promoting And encouraging membership in the Association. They shall assist the president in The execution of business. In addition the director shall preside in the Absence of President.

Section 5: The manager shall keep all official documents, shall be responsible for notifying the

members concerning all meetings and shall handle all official correspondence.

Section 6: The bookkeeper shall be responsible for conducting and recording financial business of the Association. At the annual business meeting the bookkeeper shall represent to the members the annual financial statements.

Section 7: The editor is responsible for forming an editorial group and publishing a newsletter.

Article III. Membership and Elections.

Section 1: Anyone living in Georgia who is concerned with the teaching of English at any educational level and has paid the annual fee is eligible for membership and has the right to vote.

Section 2: The membership year shall be one year from the day of paying the fee.

Section 3: President and branch Heads shall be elected at large by secret ballot at the Annual Business Meeting. The term of office for all officers shall be one year, except for the first committee, the term of which is half a year. Candidates shall stand for election to these posts. Each candidate shall be seconded by at least three people. The candidates shall speak briefly about their ideas for the posts. The president is elected out of the four Vice-Presidents by secret ballot. The Nominating Committee shall direct the elections. Each candidate must have been a member of the Association for not less than half a year.

Section 4: The Nominating Committee shall consist of a chairman and three members, who shall be elected by the members present at the Annual Business Meeting.

Section 5: At least 20 days before the Annual Meeting, the candidates shall submit their names to the secretary of the Association. Election shall be by acclamation in cases where only one candidate has been nominated, and by secret ballot in cases where more than one candidate has been nominated.

Section 6: A vacancy in any office, except that of a President, shall be filled by an appointment by the President, with approval of two-thirds of the committee. If a vacancy occurs in the President's position, one of the vice-presidents shall succeed to the Presidency.

Article IV: Meetings.

Section 1. Frequent and regularly-scheduled Committee meetings shall be held at such times and such places as the Board shall decide and shall be fixed and announced at the Annual Business Meetings.

Section 2. The President shall have the right to call special meetings of general membership.

Section 3. Decisions reached by members present at the special meetings of the general membership are subject to ratification of the Committee unless two-thirds of the total active membership is present.

Article V. Activities.

Section 1. The activities undertaken by the Association will depend on its purposes and aims.

They shall be divided into Teacher Events and Student (Pupil) Events.

Section 2. Teacher Events. These are directed towards the teachers and are largely intended to help them to improve their teaching. They are:

- Regular meetings involving a short talk by a guest speaker, a new textbook presentation, demonstration of some technique, lesson, method or material.
- Forming special interest groups.
- Developing and conducting teacher training courses
- Workshops or round table discussions.
- Production of a quarterly newsletter.
- National and international conferences.
- Visiting central and regional schools.
- Social events

Section 3. Student (Pupil) Events: These are directed at students (pupils) and are intended to foster their interest and enthusiasm and assist them in developing their language skills and cultural understanding. They are:

- Competitions;
- Conferences;
- Testing;
- School to school, University to University relations;
- Free of charge classes for children in need;
- National day celebrations.
- Language summer schools.
- Dramatic performances, English song concerts, quizzes.
- Social events (parties, barbecues, dances, etc.).

Article. YI. Finance and Fees

Section 1. The bookkeeper shall keep a record of every financial transaction and shall present a statement of all income and expenditure at the annual meeting.

Section 2. No part of the earning shall benefit or be distributed to its members, except that the Association shall be authorized and empowered to make payment and distributions in accordance with the purposes set forth in Article 1.

Section 3. The Committee shall make major financial decisions and the president and bookkeeper will be authorized to sign receipts.

Section 4. The Registration fee for the membership shall be 8 USD paid in local currency. This might change in due course.

Article YII. Amendments

Proposed amendments to this Constitution must be approved by a majority of the members of the Committee or submitted to the President in a petition signed by at least 25 per cent of the members. Any such proposed amendment shall be distributed to all members at least 30 days before the amendment is voted on. The proposed amendment must be ratified by a two-thirds majority vote of those present at the Annual Business Meeting.