Georgia Field Directors
By-Laws

I. Mission Statement and Goals

A. The mission of the Georgia Field Directors is to provide leadership and direction for field experiences in teacher education.

B. Goals

1. To provide a forum for sharing information about best practices of field experiences, mentoring, P-16 co-reform, and collaboration.
2. To participate actively with other teacher education organizations in developing a timely awareness of legislative issues concerning teacher preparation.
3. To serve as a conduit from the National Field Directors Forum to GDFE.

II. Membership

All directors of field experiences from Georgia colleges and universities, plus P-12 educators, involved in field experiences are eligible. One institutional membership includes all persons from that institution. Institutional dues shall be determined by the Board of Directors; said dues are for one academic year and shall be payable at the Fall meeting which is held in conjunction with the GATE/GACTE Fall Conference.

III. Officers

Officers will be elected or confirmed at the spring meeting to be held in conjunction with the annual GACTE/GATE Conference.

A. President

1. Serves a two year term
2. Presides at meetings
3. Serves on Board of Directors as presiding officer
4. Makes all meeting plans
5. Attends appropriate national conferences, e.g., ATC or NFD, as official representative of the GDFE. Expenses will be paid by GDFE. May designate an official representative if unable to attend said conference

B. Vice-President

1. Serves a two year term
2. Presides at meetings in the absence of the President
3. Serves on the Board of Directors
4. Collaborates with President for meeting plans
5. Serves as President-Elect

C. Secretary

1. Serves a two-year term

2. Serves on Board of Directors

3. Updates mailing list at spring meeting and over summer; distributes updated list at fall meeting

4. Takes minutes at meetings, sends minutes to members with invitation and directions to next meeting

D. Treasurer
1. *Serves a two year term*
2. Serves on Board of Directors
3. Manages dues and bank account; pays bills

E. Board of Directors
1. Membership
a. Eight members shall be appointed by the President *to serve four-year terms with the opportunity for reappointment after that term*

b. President, Vice-President, Secretary/Treasurer shall serve for duration of terms in office.
c. Two school system members shall be invited by the Board of Directors to serve two year terms.
d. Immediate Past President shall serve a two year term as an ex-officio member of the Board *with the option for extension, if needed*.

2. Responsibilities
a. Serves as Program Committee
b. Determines membership dues
c. Approves expenditures

IV. Meetings
A. Board Meetings
1. One meeting shall precede any general meeting.
2. Additional meetings may be called by the President.

B. General Meetings
1. Shall be held twice per year in conjunction with GATE/GACTE (Fall) and GACTE/GATE (Spring) conferences.
2. Meeting plans for the following year (dates, topics, etc.) will be made at the spring meeting; final decisions will be made by the Board of Directors.
3. Special called meetings will be held at the discretion of the officers and board; the agenda of called meetings will be announced.

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