



Bylaws for the Lake Division Illinois Association of School Boards

PREAMBLE

These Bylaws implement the Constitution of the Illinois Association of School Boards (IASB), Article VIII, by establishing the structure and function of an IASB Division.

ARTICLE I: Name

The name of this IASB Division is Lake Division.

ARTICLE II: Mission

The mission of this Division is to complement and support the efforts of IASB.

To accomplish this mission, the Division shall, among other things:

- a. Schedule two or more general membership meetings each year.
- b. Provide an avenue for communications among local school boards, the Division, and IASB.
- c. Encourage greater participation of members in the local, state, and federal legislative process.
- d. Develop school board member governance and leadership skills.
- e. Encourage all school boards within the Division to become Active Members of IASB.

ARTICLE III: Membership

Membership shall include each Board of Education that is an Active Member of the Division.

ARTICLE IV: Limitations

The Division, its officers, and its members have no authority to bind IASB. IASB manages all Division finances. No Division officer or member shall be compensated. An IASB staff member must be present at all official Division meetings and/or events.

ARTICLE V: Governing Board

The Division Governing Board is responsible for electing officers and voting on matters that come before the governing board.

Each Active Member school board in the Division shall annually select one of its school board members to serve as the Governing Board representative. If the Governing Board representative is unable to attend a Governing Board or Division meeting, he or she may designate an alternate member of his or her Board of Education to attend the meeting and vote. A board member who picks up a ballot to vote at a meeting represents that he/she is the Governing Board representative or designee authorized to vote on behalf of the member board.

In addition, the Governing Board representative, or alternate, shall serve as a channel of communication between his/her Board of Education and the Division.

ARTICLE VI: Officers

A. Officers and Executive Committee

The Division officers are a Chair, Vice Chair, Resolutions Chair, two (2) Directors-at-Large, and IASB Director. An Illinois Association of School Administrators (IASA) Representative will serve as a non-voting member. The IASB staff representative shall be the Secretary; this individual serves in an advisory capacity.

The Division officers constitute the Division Executive Committee. The Executive Committee is responsible for recommending programming for Division meetings.

B. Nomination

A Division Nominating Committee comprised of three school board members from Active Member school boards shall be appointed by the Chair and shall present a slate of officers to the Governing Board. Additional nominations may be made from the floor, providing the nominee is present and consents to his/her nomination.

C. Term of Office

The term of office for officers, except the Secretary, shall be two (2) years.

D. Election of Officers other than the Secretary

Officers shall be elected by a majority vote of those present at a Governing Board meeting next following a general election for school board. Officers shall assume their duties at the conclusion of the Governing Board meeting at which the election was held. Officers are eligible for re-election.

E. Officer and Executive Committee Duties

The powers and duties of the officers shall be as follows:

1. The Chair shall be the chief elective officer of the Division, preside at Division meetings and shall be a member ex-officio of all committees. When serving as an ex-officio committee member, the Chair may vote.
2. The Vice Chair shall assist the Chair and shall act as Chair in the temporary absence of the Chair.
3. The Resolutions Chair shall represent the Division on the IASB Resolutions Committee and shall give a Resolutions Committee report, as needed, at Division meetings. In the event the Resolutions Chair is unable to attend a Resolutions Committee meeting, the Resolutions Chair may designate the Chair, Vice Chair, or Director as an alternate in his/her stead. The designated alternate may participate in Committee discussion with full voting rights.
4. The Secretary (IASB staff member) is responsible for sending meeting notices, preparing meeting brochures, and keeping minutes and records of all meetings and Division events.
5. The IASB Director shall be a member of the IASB Board of Directors and shall report to the Division regarding activities of the IASB Board of Directors.
 - a. In the event the Director is unable to attend the IASB Board of Directors meeting, the Division Chair shall be the designated alternate who shall participate as a full voting member. If the Chair is unable to attend, the Chair will then appoint another Division officer to attend and

- vote in his/her absence
- b. The designated alternate shall report to the Director regarding activities of the IASB Board of Directors.
 - c. The designated alternate concludes his/her duties at the discretion of the Director.
- 6. The Directors-at-Large shall serve at the direction of the Chair.
 - 7. The IASA Representative shall serve as a consultant to the Executive Committee and be appointed by the IASA Lake Division.

F. Vacancies

Whenever an elected officer's position becomes vacant, the remaining elected officers shall fill the vacancy by appointment for the remainder of the term of office.

Whenever an elected officer ceases to be a member of an Active Member School Board in the Division, his/her position shall be declared vacant. Such vacancies shall be filled as provided for in this Article.

ARTICLE VII: Meetings

The Executive Committee and the IASB staff representative serving as Secretary shall collaboratively select dates and places for all Division meetings. Any Division meeting involving a vote of the governing board shall be considered a governing board meeting.

ARTICLE VIII: Committees

The Chair, with the approval of the Executive Committee, will appoint Special Committees as needed.

ARTICLE IX: Rules of Order

The Chair shall use general parliamentary procedures as a guide during meetings except that, unless stated otherwise herein, a majority vote of all members of the Governing Board present and voting is sufficient to take action regardless of whether a quorum is present.

During an election for officers, any challenge to a candidate's eligibility must be brought before the vote is taken. A voice vote is sufficient when a slate of candidates is unopposed or on non-election issues when the outcome of the voice vote is clear and unchallenged at the time of the vote. Otherwise, voting shall take place by written ballot.

Ballots will be counted by the Secretary, or his or her staff designee, and if possible, one other IASB staff member. Ballots will be counted outside the meeting room or in a private area of the meeting room. Any tie votes will be resolved before the election results are announced. Election results will be announced with the names of the newly elected Division officers, but no vote totals will be provided. Ballots will be put in a secure bag and returned to the IASB offices for shredding.

ARTICLE X: Adoption and Amendments

Subject to IASB Board of Directors approval, these Bylaws may be amended by a majority of the members of the Governing Board present and voting at any meeting of the Governing Board, provided that the proposed amendment has been communicated to each Active Member school board at least two weeks prior to the date of the Governing Board meeting.


Approved by Division Membership on:

10-26-16

Date

Ann M. Dingman

Print Name



Signature

Chair, Lake Division

Approved by IASB Board of Directors on:

3/15/17

Date

Phil Pritsker

Print Name



Signature

Officer, IASB Board of Directors