

October 29, 2010

Dear Board Member/Superintendent:

Enclosed you will find proposed bylaws for the Blackhawk Division of the Illinois Association of School Boards. This proposal will be considered at the Blackhawk Division Winter Governing Committee Meeting on Thursday, December 2, 2010 in Geneseo.

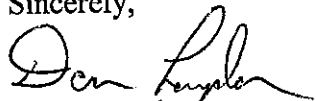
The existence of bylaws varies among the 21 divisions of the Association. In the Blackhawk Division, our officers believe that the governing procedures ought to be codified in order to provide structure for future decisions.

*Note: The language in this proposal does not vary from our existing procedures or past practice.*

Each school district will have one vote after the bylaws have been discussed and recommended. I recommend your board advise your Board Governing Representative to carry your Board's directive to the meeting.

Should you have any questions about this proposal, don't hesitate to call. I can be reached at 217-528-9688 ext 1141. I look forward to seeing you at our December 2<sup>nd</sup> meeting.

Sincerely,

  
Dean Langdon  
Director, Field Services

DML/jah

Enc.

PLEASE REPLY TO:

2921 Baker Drive  
Springfield, Illinois  
62703-5929  
217/528-9688  
Fax: 217/528-2831

One Imperial Place  
1 East 22nd Street  
Suite 20  
Lombard, Illinois  
60148-6120  
630/629-3776  
Fax: 630/629-3940

OFFICERS

Joseph Alesandrini  
President

Carolyn Brooks  
Vice President

Dane Tippet  
Treasurer

Mark C. Metzger  
Immediate Past President

Michael D. Johnson, Ed.D.  
Executive Director Emeritus

BYLAWS  
BLACKHAWK DIVISION  
ILLINOIS ASSOCIATION OF SCHOOL BOARDS

**PREAMBLE**

These bylaws implement the Constitution of the Illinois Association of School Boards (IASB), establish an organization pursuant to the provisions of Article VIII of the aforementioned Constitution, and prescribe the provisions within which this organization shall function.

**ARTICLE I: Name**

The name of this Division shall be the Blackhawk Division.

**ARTICLE II: Mission Statement**

The mission of the Blackhawk Division is to improve the governance of public school education by providing opportunities for the sharing of ideas and information among the school board members of the Blackhawk Division.

**ARTICLE III: Purpose**

This Division is established to support and complement the IASB mission in its support of public education and excellence in local school governance. In order to accomplish this purpose, the Division shall:

1. Promote knowledge of, and participation in, IASB programs and services.
2. Encourage networking among local school board members on a regional as well as a statewide level.
3. Provide a resource for the IASB Board of Directors, Executive Director, and staff in identifying member needs.
4. Provide a focus for the delivery of IASB programs and services.
5. Encourage participation of members in the local, state, and federal legislative process.
6. Encourage the development of school board member leadership and governance skills throughout the Division.
7. Encourage all school boards within the Division to become IASB members.
8. Hold at least two (2) conferences each year for the membership.

**ARTICLE IV: Membership**

The membership of the Blackhawk Division of IASB shall include each local Board of Education that is a member of IASB in Henry, Mercer, Rock Island and Stark counties. There are no applications or dues for membership. Each Division member board shall:

- a. Be entitled to one vote in matters brought before the Division.
- b. Encourage all members to fully participate in the activities of the Division.

## **ARTICLE V: Officers**

Section 1: The officers shall consist of a Chair, Vice-Chair, IASB Director and Resolutions Chair. The IASB staff representative shall be the Secretary, serving in an advisory capacity.

### Section 2: Election

The officers of the Division will be elected at a meeting in which each member is invited to attend and will take place within 60 days after the consolidated election of school board members. Nominations may be made from the floor, providing nominee consents to the nomination. In the event of more than one nomination, a ballot will be taken for the decision. Each district shall be entitled to one vote.

### Section 3: Term of Office

The term of office shall be two (2) years. Officers shall assume their duties at the conclusion of the Governing Board meeting at which the election was held.

### Section 4: Duties

- a. The Chair shall be the chief elective officer of the Division; shall preside at meetings of the Division and shall be a member ex-officio of all committees.
- b. The Vice-Chair shall assist the Chair and shall act as Chair in the temporary absence of the Chair.
- c. The Resolutions Chair shall represent the Division on the IASB Resolution Committee and shall give a legislative report, as needed, at each meeting; and perform such other tasks that may be required to develop and maintain a comprehensive division legislative program.
- d. The IASB Director shall represent the Division on the IASB Board of Directors and shall regularly report to the Governing Board and the Division regarding activities of the IASB Board of Directors. In his/her temporary absence, the following order of succession will apply to representation at the Board of Director's meeting: Chair, Vice-Chair and Resolutions Chair. The temporary designee shall have rights to full participation in all aspects of the meeting including voting privileges.
- e. The Secretary shall assist the Chair in determining meeting agendas and shall be responsible for sending meeting notices and keeping minutes and records of all meetings and Division events.
- f. When an elected officer's position becomes vacant, the remaining officers shall fill the vacancy by appointment for the remainder of the term.
- g. When an officer ceases to be a member of a school board, the position shall be declared vacant and the vacancy filled as provided in ARTICLE V: Section 4f.

## **ARTICLE VI: Committees**

Section 1. Adhoc committees may be named by the Chair as needed. Member boards are encouraged to work within the scope of the Division structure for the purpose of exploration, discussion and action related to needs.

**ARTICLE VII: Meetings**

Section 1. Regular Meetings: The Division shall hold at least one (1) Governance meeting each year, at which each member is invited to attend.

Section 2. Special Meetings: Special meetings may be called by the Governing Board as needed to transact the business of the Division.

Section 3. A simple majority of the members present and voting at any Governing meeting may approve any item of business except as provided for in Article VIII.

**ARTICLE VIII: Adoption and Amendments**

These bylaws may be amended provided that the proposed amendment has been mailed to each member district at least two weeks prior to the date of the meeting. These bylaws shall be reviewed every two (2) years.

**ARTICLE IX: Rules of Order**

When not specifically addressed in these bylaws, questions of parliamentary procedure shall be decided by the Chair, using Robert's Rules of Order, Newly Revised as a guideline.

Approved by Division Membership on \_\_\_\_\_  
Signature, Chair, Blackhawk Division \_\_\_\_\_  
Approved by IASB Board of Directors on \_\_\_\_\_  
Signature, IASB Board of Directors \_\_\_\_\_

