

Article I-Name

The name of this organization shall be the Illinois Association of Student Councils (IASC).

Article II-Purpose

The purpose of this organization shall be to assist IHSA member schools through their membership in the Illinois Association of Student Councils to establish and maintain effective student councils as well as effective district organizations. The IASC shall also provide leadership opportunities and training for all students and advisors in the State of Illinois.

Article III-Membership

Section 1. Membership in the IASC shall consist of all IHSA member schools, which pay the membership fee to the IASC. Membership to their respective districts (where applicable) is mandatory for membership in the IASC.

Section 2. The state shall be divided into districts whose boundaries shall be fixed by the IASC Executive Board.

Section 3. Each district shall hold an annual convention.

Section 4. The districts, as divisions of the state association, shall have the power to make laws governing only the District Executive Board and member schools within the boundaries of their respective districts. These laws must not conflict with the IASC Constitution and/or its By-laws.

Article IV-Executive Board

Section 1. The business of the IASC between annual conventions shall be conducted by the Executive Board. The Executive Board shall consist of the following student officers: President, First Vice-President, Second Vice-President, Secretary, Treasurer, Convention Secretary, and Assistant Communications Director; and the following adult advisors: President's advisor, First Vice-President's advisor, Second Vice-President's advisor, Secretary's advisor, Treasurer (Comptroller/Associate Executive Director), Convention Secretary's advisor, First Year Advisor at-Large, Second Year Advisor-at-Large, Chairperson of the Board, Communications Director, Workshop Director, and Executive Director.

Section 2. The elected members of the IASC Executive Board shall be the President, First Vice-President, Second Vice-President, Secretary, and the First and Second Year Advisors-at-Large. The President, First Vice-President, Second Vice-President, Secretary, Treasurer, and Assistant Communications Director shall be elected for a one year term by the delegates from the member schools to the annual convention. The First Year Advisor-at-Large shall be elected at each annual convention for a two year term by the advisors of the member schools present at the annual convention. The First Year Advisor-at-Large is a non-voting member of the Executive Board.

Section 3. The Chairperson of the Board's school will serve as Host School the year after his/her term has ended. He/she will then serve in the capacity of Convention Secretary's Advisor. The Convention Secretary will be chosen by the Host School and its advisor. The position of Chairperson of the Board is non-voting.

Section 4. The Associate Executive Director shall be appointed by the Executive Board. He/she shall perform such duties and services including financial operations of the organization as needed by the Executive Board. His/her term shall be three years and he/she may be eligible for reappointment. In the case of a vacancy in the position of Executive Director prior to the end of his/her term, the Associate Executive Director shall be appointed as Interim Executive Director.

Section 5. The Communications Director shall be appointed by the Executive Board and shall perform such duties and services related to publicizing the events and goals of the organization. The duties of the Communications Director shall include maintenance of the official website of the organization and any other means by which to promote the organization to schools throughout the State of Illinois. The term of office of the Communications Director shall be for two years and he/she shall be eligible for reappointment.

Section 6. The IASC Workshop Director shall be appointed by the Executive Board. He/she shall have the responsibility of conducting all workshops for the IASC. The Workshop Director shall have had experience on the Executive Board and served on an IASC workshop staff. His/her term of office shall be three years and he/she may be eligible for reappointment. He/she shall be a non-voting member of the Executive Board. The Workshop Director shall receive an annual honorarium in the amount determined by the Executive Board.

Section 7. The IASC Executive Director shall be appointed by the Executive Board and shall perform such duties and services required by the Executive Board. The Executive Director shall have had experience on the Executive Board. His/her term shall be three years and he/she may be eligible for reappointment. He/she shall vote only in the case of a tie. The Executive Director shall receive an annual honorarium in the amount determined by the Executive Board.

Section 8. The Executive Director and Workshop Director shall be appointed in differing years.

Section 9. No school shall hold more than one student and one adult voting position on the Executive Board.

Section 10. In the case of an unfilled position or the inability to serve as a board member, the Executive Board shall choose a qualified person to fill the vacancy.

Section 11. The basic duties and powers of all state officers are stated in the IASC Handbook. Any additional duties or powers may be established by the Executive Board at its meetings.

Section 12. The Executive Director of the Illinois High School Association or his/her representative shall be an ex-officio member of the Executive Board.

ARTICLE V – CONVENTION

Section 1. There shall be an annual convention on a date chosen by the IASC Executive Board. Only representatives from IASC member schools may attend.

Section 2. The Executive Board shall decide upon a location where adequate facilities are available. The location and date of the following convention shall be announced at the business session.

Section 3. The Host School shall notify the Executive Director of the Illinois High School Association of the date and place of the proposed convention.

Section 4. All school delegations at the annual State Convention must be accompanied by a faculty advisor from that school.

Section 5. Each school attending the annual State Convention shall be responsible for the registration fee of the delegates in attendance from said school. All fees shall be paid directly to the Host School.

ARTICLE VI-QUALIFICATIONS OF OFFICERS

Section 1. A student must be in his/her sophomore or junior year to be a candidate for any office. During his/her entire term in office he/she must be an enrolled student in a member high school. Any student who served as an IASC Executive Board member is ineligible to hold another Executive Board office.

Section 2. A student must have written consent of his/her principal, advisor, and parent/guardian to be a candidate for office.

Section 3. A student seeking an elected position on the Executive Board along with his/her advisor must be interviewed by the Credentials Committee at a time and place determined by the advisors-at-large. The Credentials Committee will determine each candidate's status in terms of qualifications and announce such at the appropriate time through the IASC's website.

Section 4. During the Credentials Committee interview, each candidate must submit an itemized list of the true value of all campaign materials. This list shall be signed by the principal, advisor, and parent/guardian of the candidate. A campaign spending limitation will be set by the Executive Board no later than their second meeting.

Section 5. A student serving as a district officer is ineligible to run for or hold any State IASC Executive Board office.

Section 6. A student serving as an Honor Delegate to the IASC Convention is not eligible to seek an IASC Executive Board position.

ARTICLE VII-COMMITTEES

Section 1. The standing committees (Constitution, Credentials, and Honor Council) of the IASC shall be composed of students chosen by the Executive Board representing each district and other member schools where a district is not available. If there are no applicants from a given district the Executive Board shall determine who is to fill the vacant position. Each committee is aided by one adult advisor from the Executive Board. The Executive Board shall appoint such advisors as it feels necessary to aid the committee.

Section 2. There shall be a Constitution Committee which shall meet twice a year if deemed necessary by the IASC Executive Board for the purpose of preparing a report of proposed constitutional changes to submit to the delegates of the IASC State Convention during a business meeting. In a year when the Constitutional Convention is held, delegates at the convention may serve on the Constitutional Committee as ex-officio members.

Section 3. There shall be a Credentials Committee which shall meet twice a year if deemed necessary by the IASC Executive Board for the purpose of reviewing the credentials of potential candidates and report to the IASC convention delegates before voting. The Credentials Committee shall have the power to disqualify candidates as stated within the following section. The committee shall also have the power to recommend or not recommend a candidate. A candidate's status shall be provided to each candidate prior to the first general session of the Convention. A statement of disqualifications or non-recommendation and reasons therefore will be included in the report to the convention delegates. Such a report of the Committee's decisions shall occur during the first general session of the Convention.

Section 4. The procedure for reviewing a possible candidate running for state office shall be to examine his/her commitment to the IASC office and matters relevant to his/her candidacy (as determined by the Credentials Committee guidelines) to examine his/her knowledge of the IASC, its constitution and the relevant sections of the IASC Handbook concerning the office he/she is seeking and to examine his/her advisor's knowledge of the IASC and his/her potential responsibility on the Executive Board. Thorough knowledge of this information is mandatory for the candidate to be recommended by the Credentials Committee.

Section 5. There shall be an honor council committee for the purpose of reviewing the honor council criteria and evaluating the book at Convention or putting the book online. The honor council committee shall determine which entries shall receive awards based on Executive Board approved guidelines.

ARTICLE VIII-QUORUM FOR VOTING AUTHORITY

The schools represented at the business session of the annual convention shall constitute a quorum for the transaction of business, each member school having one vote.

ARTICLE IX-ELECTION

Section 1. Officers shall be elected at the annual state convention and shall serve from the time of their election until the election of their successors. In case a candidate does not receive a majority of all votes cast, the names of the two candidates receiving the highest number of votes shall be placed on a ballot for the second election and shall be voted upon immediately.

Section 2. All rules for the campaign procedures shall be determined by the Executive Board which will take into consideration the suggestions from member schools before campaigning information is distributed.

Section 3. The Credentials Committee shall place on the ballot the names of all candidates meeting the qualifications set forth in this Constitution and By-laws for each officer. The Credentials Committee shall openly state justification for recommendations by posting their reasoning on the website and supplying advisors from member schools with the same information at State Convention. To do so, the Credentials Committee shall interview candidates by March 1st.

Section 4. Nominations from the floor shall received the same consideration and meet the same qualifications as all other candidates.

Section 5. The candidates for IASC officers are free to campaign after the results of the Credentials Committee meeting has been declared to member schools.

ARTICLE X-WORKSHOPS

Section 1. There shall be annual workshops for member schools.

Section 2. The dates, locations, and programs shall be determined by the Workshop Director and approved by the Executive Board.

Section 3. Workshop fees shall be paid to the Workshop Director who will make the necessary disbursement of funds and maintain a separate account.

ARTICLE XI-HEADQUARTERS

Section 1. The school of the current IASC President shall be designated each presidential term as IASC Headquarters.

Section 2. The Executive Director shall be responsible for the files and records of the IASC. All inquiries to the works and methods of the IASC should be addressed to the Executive Director.

ARTICLE XII-AMENDMENTS

Section 1. Amendments to the Constitution may only be submitted in writing to the IASC President before February 1.

Section 2. Amendments submitted by member schools and/or a Constitutional Convention shall be acted upon at the next IASC Convention.

Section 3. Amendments must be passed by a vote of 2/3 of the member schools present at the business session. By-laws may be amended by a simple majority vote of the member schools present at the business session.

ARTICLE XIII-CONSTITUTIONAL CONVENTION

There shall be a Constitutional Convention held when deemed necessary by the IASC Executive Board. The time and place will be determined by the IASC Executive Board.

ARTICLE XIV-ADVISORY COMMITTEE

There shall be an advisory committee composed of one student district officer and one adult advisor from each of the District Executive Boards. Meetings of the advisory committee will be organized by the Executive Director. The committee will provide feedback to the Executive Board as to how the IASC can best serve the student and adult leaders as well as student councils in the State.

BY-LAWS

ARTICLE I-MONIES

Section 1. The Workshop Director shall receive and disburse monies for all IASC workshops. The Executive Director shall receive and disburse monies for any National Association conferences.

Section 2. Dues and other monies shall be paid directly to the Treasurer (Comptroller/Associate Executive Director) and upon proper authorization from the Executive Board, he/she shall make the necessary distribution of funds.

Section 3. All checks shall be signed by any two of the following Executive Board members: Treasurer, Assistant Treasurer or two other members designated by the Executive Board.

ARTICLE II-AUDIT

Section 1. The books of the IASC Treasurer's account must be audited annually by a qualified person not directly associated with the Executive Board. The statement of this audit shall be furnished to all member school. After the audit is complete, the books shall be turned over to the new Treasurer by August 1.

Section 2. The books of the IASC Workshop and the National Association Conferences shall be audited annually by qualified person not directly associated with the Executive Board.

ARTICLE III-RULES OF ORDER

Robert's Rules of Order, Newly Revised shall be the final authority for all disputed technicalities which arise during the business sessions of the Association.

ARTICLE IV-DUES

Section 1. The annual membership fee shall include the cost of membership to the school's respective district. The annual membership fee shall not increase more than 10% over the previous year's fee.

Section 2. The fiscal year for the IASC shall be from September 1 to August 31.

Section 3. The IASC Treasurer shall remit to each District Treasurer the amount of dues collected from the schools in his/her district.

ARTICLE V-DISSOLUTION OF DISTRICTS

The procedures for dissolving, dividing, or reforming a district shall follow guidelines printed in the IASC Handbook as established by the IASC Executive Board.

ARTICLE VI-DISTRICT ACTIVITIES

Each District President shall inform the IASC Executive Board by its first meeting of the time and place of their planned activities for the year with subsequent notifications.

ARTICLE VII-DISTRICT-STATE LIAISONS

Section 1. A student from each district shall be elected or selected each year to serve as District State Liaison.

Section 2. The one year term of office shall run concurrently with the other district officers' term of office.

Section 3. The District State Liaison will be considered a member of the District Executive Board.

Section 4. The duties associated with this position shall be found in the IASC Handbook.

ARTICLE VIII-RECORDS

The outgoing members of the IASC Executive Board must submit their records and orient the new Board members by August 1.

ARTICLE IX-POLICY HANDBOOK

All IASC policies, procedures, and Executive Board members' duties shall be defined in the latest edition of the IASC Handbook.

ARTICLE X-CONSTITUTIONAL CONVENTION

Section 1. At times, the Executive Board may determine a need to conduct a Constitutional Convention.

Section 2. Each member school shall be limited to one in-quota delegate to the Constitutional Convention.

Section 3. The Constitutional Committee members appointed to serve at the state convention immediately preceding a constitutional convention shall be counted as out-of-quota delegates to the Constitutional Convention.

CONSTITUTION OF THE ILLINOIS ASSOCIATION OF JUNIOR HIGH STUDENT COUNCILS

Article I. Name

- Section 1** The name of this organization shall be the Illinois Association of Junior High Student Councils.
- Section 2** This organization shall also be known as the IAJHSC.

Article II. General Purposes

The general purposes of the IAJHSC shall be to:

- Section 1** develop and promote the leadership qualities of junior high and middle school students.
- Section 2** develop and promote the citizenship qualities of junior high and middle school students.
- Section 3** provide junior high and middle school students with the knowledge and skills of a student council organization.
- Section 4** provide an avenue for student council advisors and students to exchange ideas and solve problems by sharing experiences and information.
- Section 5** provide the opportunity for leadership training and skills development for student council advisors and students.
- Section 6** provide the opportunity for the membership of the IAJHSC to gather annually at a state convention to conduct IAJHSC business.

Article III. Powers Vested

- Section 1** The IAJHSC shall be governed by an Executive Board.
- Section 2** The Executive Board shall be empowered to establish all policies and by-laws deemed necessary to serve the purposes of the IAJHSC.
- Section 3** The Executive Board shall consist of elected and appointed members.
- Section 4** The election process of board members shall be governed by the by-laws of this organization.
- Section 5** The appointment of board members shall be done by the Executive Director with the approval of three-fourths of the voting members of the board at a regularly scheduled and official meeting in accordance with Article VI.

Section 6 The Executive Board shall consist of the following elected members:

- [1] Executive Director - the chief executive officer of the IAJHSC
- [2] Executive Treasurer
- [3] Adult Directors
- [4] Student District Representatives

Section 7 The Executive Board shall consist of appointed members as outlined in the by-laws.

Section 8 The Adult Directors and the Student District Representatives are the voting members of the Executive Board. They shall each have one vote. The Executive Director or designee shall vote only to break a tie vote.

Article IV. Membership

Section 1 Membership in the IAJHSC shall be open to all public, private, parochial, elementary, middle, and junior high schools in the state of Illinois that have a student council organization that includes the seventh and/or eighth grades.

Section 2 Membership shall be granted to any qualifying school upon payment of the annual dues as set forth in the by-laws.

Section 3 Paid dues shall entitle a student council to membership beginning on January 1st and ending on December 31st.

Article V. Elections/Qualifications

Section 1 Elections of the Executive Director and Executive Treasurer shall be conducted at the Advisors' Meeting during State Convention. The election procedures shall be set forth in the by-laws of the association.

Section 2 Executive Director

- [1] Any adult who is or has been a student council advisor of a member school of the IAJHSC for a period of not less than five years shall be eligible to hold the position of Executive Director.
- [2] The Executive Director shall be elected by a majority vote of the advisors present at the Advisors' Meeting during the annual State Convention. Each school represented shall have one vote.

- [3] The term of office for the Executive Director shall be for three years. The term of office begins at the conclusion of the Fall board meeting following election and continues until the conclusion of the Fall board meeting three years hence. During the transition period, the Executive Director-elect will work with the outgoing Executive Director to provide for a smooth transition.

Section 3 Executive Treasurer

- [1] Any adult who is or has been a student council advisor of a member school of the IAJHSC for a period of not less than three years shall be eligible to hold the position of Executive Treasurer.
- [2] The Executive Treasurer shall be elected by a majority vote of the advisors present at the Advisors' Meeting held during the annual State Convention. Each school represented shall have one vote.
- [3] The term of office for the Executive Treasurer shall be for three years. The term of office begins at the conclusion of the Fall board meeting following election and continues until the conclusion of the Fall board meeting three years hence. During the transition period, the Executive Treasurer-elect will work with the outgoing Executive Treasurer to provide for a smooth transition.

Section 4 District Adult Directors

- [1] Any adult who is a current or past advisor of a member student council shall be eligible to hold the position of District Adult Director. If there is a vacancy in the position due to the fact that no one has the previously mentioned qualifications, the Executive Director may appoint someone with the approval of the Executive Board.
- [2] The District Adult Director shall be elected during a district caucus meeting at the annual State Convention by the adult student council advisors of the district who are present. Each school represented shall have one vote. The election procedure shall be set forth in the by-laws of the association.
- [3] The term of the office for a District Adult Director shall be for two years. The term of office begins immediately following the conclusion of the State Convention at which the election was held and continue until the conclusion of the State Convention two years hence.

Section 5 District Representatives

- [1] Any student in a member school who will enter either the 7th or 8th grade in the school year following his/her election and who can attend the IAJHSC Leadership Camp in the summer following his/her election shall be eligible to become a candidate for District Representative. A candidate for District Representative must have the approval of his/her parent/guardian, advisor, and principal.
- [2] During his/her term in office, a District Representative shall be a member of a student council from a school that is a member of the IAJHSC.
- [3] During his/her term of office, a District Representative must live within the boundaries of the district in which he/she is elected.

- [4] The District Representative for each district shall be elected at the annual State Convention during a district caucus meeting. The election procedure shall be set forth in the by-laws of the association.
- [5] The term of office for a District Representative shall be for one year. The term of office begins immediately following the conclusion of the State Convention and continues until the conclusion of the next State Convention.
- [6] A District Representative shall serve only one term and shall not be eligible for re-election the following year.

Section 6 In the event of a vacancy in the office of Executive Director, the Assistant Executive Director shall serve as the Executive Director until the next annual state convention.

- [1] The interim Executive Director shall appoint a new Assistant Executive Director in accordance with the by-laws.
- [2] The election of a new Executive Director shall be held at the next annual state convention in accordance with the by-laws.

Section 7 In the event of a vacancy in the office of Executive Treasurer, or in an appointed position on the Executive Board, or in the position of a District Adult Director, the Executive Director shall make an interim appointment in accordance with the by-laws.

Section 8 In the event of a vacancy in the office of District Representative the position will remain vacant for the remainder of the term.

Section 9 Any member of the Executive Board shall be subject to recall for failure to fulfill the duties and responsibilities of the office or for conduct unbecoming a member of the Executive Board.

Section 10 Any adult member of the Executive Board or any adult advisor of a member school may request a special meeting of the adult members of the Executive Board for the purpose of recall. The meeting shall be held within one month of the request.

- [1] Just cause for the recall must be clearly presented at the recall meeting.
- [2] The Executive Director shall be empowered to take any additional steps as are needed.
- [3] The recall of any member of the Executive Board shall require a three-fourths vote of all the adult members of the Executive Board. All adult members of the Executive Board shall have one vote.
- [4] A decision to recall a member of the Executive Board shall be effective immediately.
- [5] The vacancy created by the recall shall be filled as soon as possible according to the procedures outlined in Article V.
- [6] The membership of the IAJHSC shall be informed of the vacancy. Details relating to the recall inquiry shall be considered confidential.

Article VI. Meetings

- Section 1** The IAJHSC Executive Board shall conduct the business of the association at a minimum of two meetings per year.
- [1] These meetings will be held during the fall of one calendar year and the winter of the next calendar year before the annual State Convention.
 - [2] A quorum shall exist when more than one-half the voting members are present. No meeting shall be held unless a quorum shall exist.
- Section 2** The IAJHSC Executive Director shall have the authority to convene special meetings of the Executive Board as are deemed necessary.
- Section 3** All Executive Board meetings shall be conducted using Parliamentary Procedure.
- [1] Actions of the Executive Board require a majority vote of the members present.
 - [2] Passage of changes of the by-laws shall require a three-fourths vote of all the voting members on the Executive Board. The vote shall be conducted within two weeks of the proposal.
- Section 4** An annual IAJHSC State Convention shall be held.
- [1] The time and place of the annual State Convention shall be determined by the Executive Board.
 - [2] The Executive Board and the Convention Coordinator shall make the final decisions in all matters concerning the annual State Convention.

Article VII. Duties and Responsibilities of the Executive Board

- Section 1** The Executive Director shall function as the chief executive officer and perform all duties expected of that office in accordance with the by-laws.
- Section 2** The Executive Treasurer shall function as the chief financial officer and perform all duties expected of that office in accordance with the by-laws.
- Section 3** The District Adult Directors and the District Representatives shall function as the liaisons between their districts and the Executive Board and perform all duties expected of their offices in accordance with the by-laws.

Article VIII. Committees

The Executive Director shall create committees as are needed to conduct the business of the association.

Article IX. Parliamentary Authority

Robert's Rules of Order shall be the authority used for conducting association meetings.

Article X. Ratification

- Section 1** This constitution shall become valid and binding upon acceptance by a three-fourths vote of the entire IAJHSC membership.
- Section 2** Each member school shall have one vote.
- Section 3** The ratification vote shall be conducted using the most convenient method as determined by the Executive Board.

Article XI. Amendments

- Section 1** Any member school or member of the Executive Board may make a proposal for an amendment at any time.
- Section 2** The proposed amendment shall be sent to the membership in writing no less than one month before the annual State Convention.
- Section 3** The proposed amendment shall be discussed at the Advisors' Meeting at the annual State Convention.
- Section 4** A vote of the entire IAJHSC membership shall be conducted on a proposed amendment no later than two weeks following the annual State Convention.
- Section 5** An amendment to the constitution shall be valid and binding upon a three-fourths vote of the membership.
- Section 6** The Executive Director shall publish the results of the vote on an amendment at the conclusion of the voting period.

<< Ratified by 3/4 vote of IAJHSC membership ~ May, 2009 >>