

CONSTITUTION

Delegate Assembly of District 102 Cook County, Illinois

We are a non-partisan citizens group representing the LaGrange Elementary School District (https://en.wikipedia.org/wiki/LaGrange_Elementary_School_District). We seek out candidates and offer endorsements for the District 102 School Board ([/board.html](#)).

Article I. Name

Section 1.01 The name of this organization is the Delegate Assembly of School District 102, Cook County, Illinois; Hereinafter called the "Assembly".

Article II. Purpose

Section 2.01 The primary objective of the Assembly is to promote efficient administration of the affairs of School District 102, Cook County, Illinois, hereinafter called "District 102" through endorsement of qualified persons as candidates for the Board of Education of District 102, hereinafter called the "Board".

Section 2.02 In the furtherance of this primary objective, the specific purposes of the Assembly are:

- a. To solicit recommendations for candidates to fill vacancies on the Board;
- b. To investigate the qualifications of these potential candidates;
- c. To endorse persons found most qualified for election to the Board;
- d. To circulate and promptly file a petition for all candidates endorsed by the Assembly, hereinafter called an "Endorsed Candidates";
- e. To arrange for Endorsed Candidates to be introduced to the community;
- f. To actively campaign for the election of all Endorsed Candidates by whatever action is deemed desirable or necessary.

Article III. Organization

Section 3.01 All registered voters with legal residence within District 102 are eligible to serve as Assembly Members, except as limited elsewhere in Article III.

Section 3.02 No person or their spouse who serves as an employee of District 102, paid advisory or consultant for the District 102, representative of any District 102 school employees' group, person who has made public their intention to seek election to the Board in the current cycle, or currently seated Board member shall be eligible to serve as an Assembly Member.

Section 3.03 Only one member of a District 102 household may serve as an Assembly Member.

Section 3.04 Assembly Members must attend at least two (2) Board meetings in the 12 months prior to Candidate interviews. Listening to or viewing a Board meeting in any manner in which the full open session is officially published by the District 102, including live or recorded sessions online, will count as attendance. Assembly Members are encouraged to attend at least one Board meeting in person.

Section 3.05 Assembly Members must attend at least two (2) Delegate Assembly meetings in the 12 months prior to Candidate interviews.

Section 3.06 During any closed session, Assembly Members may come to learn or possess information that is confidential in nature. An Assembly Member must maintain confidentiality over this information outside the closed session.

Section 3.07 Assembly Members must attend all Candidate interviews.

Section 3.08 Assembly Members shall endorse and campaign for only Endorsed Candidates. An Assembly Member who endorses or campaigns for a candidate not endorsed by the Assembly shall be presumed to have resigned from the Assembly for the current term.

Section 3.09 Assembly Members term shall coincide with the schedule for elections for the Board. The term shall begin with the beginning of the District 102 school year in which a seat on the Board is to be elected and shall end with the last meeting of the Assembly during that school year election cycle.

Section 3.10 The Executive Committee holds authority to determine whether any Assembly Member is in violation of the terms of Sections 3.01 through 3.06. If an Assembly Member is found to be in violation of these terms, the Chairperson of the Assembly will notify the member that his/her participation in the Assembly is terminated and may not resume until the next Board election.

Article IV. Delegates

Section 4.01 Assembly Delegates are the Assembly Members permitted to participate in the Candidate interviews, deliberations and voting for Candidate endorsements.

Section 4.02 To be eligible to serve as an Assembly Delegate, an Assembly Member must be in good standing (as determined by the terms of Article III).

Section 4.03 To be eligible to serve as an Assembly Delegate, an Assembly Member may not have served as a Delegate in both of the prior two (2) Board elections at the time of the Candidate interviews, unless serving on the Assembly Executive Committee in accordance with Article V.

Section 4.04 In an open Assembly meeting prior to the first Candidate interview, up to sixty (60) Assembly Delegates will be selected from eligible Assembly Members. All members of the Assembly Executive Committee will be seated as Assembly Delegates. Remaining seats may be filled by any eligible Assembly Member with the limitation that no more than 15 Assembly Delegates may reside in the same District 102 elementary school attendance area. After seating the Assembly Executive Committee, if there are more eligible Assembly Members from one District 102 elementary school attendance area than there are open Assembly Delegate seats, a random lottery will be held by the Assembly Executive Committee to select which Assembly Members are seated as Assembly Delegates.

Section 4.05 The full slate of Assembly Delegates must be approved by a majority vote of eligible Assembly Members present at the time of the Assembly Delegate selection.

Section 4.06 In the event that a seated Assembly Delegate is unable to remain eligible and active through the vote on Candidate endorsements, the Assembly Executive Committee may select and seat any eligible Assembly Member from the same District 102 elementary school attendance area to fill the vacated seat.

Section 4.07 The Assembly must seat and maintain a minimum of twenty-four (24) Assembly Delegates to vote and endorse Candidates.

Section 4.08 The Assembly must seat and maintain a minimum of three (3) Assembly Delegates from each District 102 elementary school area to vote and endorse Candidates. In the event that a minimum of three (3) Assembly Delegates from each District 102 elementary school area do not participate in the vote for Candidate endorsements, the Assembly may choose to proceed with endorsement of Candidates only if:

- a. a majority of the seated Assembly Delegates vote to proceed with endorsement;
- b. the endorsement is accompanied with a disclosure of the District 102 elementary school area representation of the Assembly Delegates.

Article V. Officers

Section 5.01 The officers of the Assembly shall be a Chairperson, a Vice Chairperson, a Secretary and a Treasurer. These officers shall comprise the Executive Committee.

Section 5.02 When possible, two of the officers of the Executive Committee shall be elected from those Assembly Delegates having served as Delegates for two School Board election years, and the remaining two officers from among those Assembly Delegates having served as Delegates at least one School Board election year.

Section 5.03 Election of officers shall be held at the conclusion of the final Assembly meeting of each election cycle. Each officer shall be elected for only one term in that office. A majority vote of Assembly Members in good standing and present at the time of the vote is required for election to any office.

Section 5.04 The Chairperson shall be the chief executive officer, shall preside at all meetings, shall appoint the chairpersons of all committees, and shall be an ex-officio member of all committees of the Assembly.

Section 5.05 The Vice-Chairperson, shall, in the absence of the Chairperson, preside at meetings and perform all other duties of the Chairperson. He/She shall perform such other duties as the Chairperson may, from time to time, direct. In the event of the inability of the Chairperson to complete his/her term of office, the Vice-Chairperson shall thereupon become the Chairperson for the balance of the unexpired term.

Section 5.06 The Secretary shall record the proceedings of all meetings of the Assembly, handle all correspondence, prepare the ballot for endorsement, and any other notice at the direction of the Chairperson. The Secretary shall cause to be published by printed notice, or by advertisement in the local press, a statement soliciting Assembly Members from all District 102 school attendance areas, and such other duties as decided upon by the Executive Committee.

Section 5.07 The Treasurer shall handle all financial matters and shall give a statement of the finances of the Assembly at the first meeting, and such other duties as decided upon by the Executive Committee.

Article VI. Meetings

Section 6.01 The Assembly shall meet in general sessions at least two times prior to holding Candidate interviews for each Board election. Special meetings may be called by the Chairperson at such times and for such purposes as he/she deems necessary or as requested under Section 6.02. All meetings shall be open to the public, except:

- a. the endorsement deliberations and vote shall be conducted in closed session;
- b. the Assembly may close any open session other, than Candidate interviews or Assembly Delegate selection, on majority vote of the Assembly Members present.

Section 6.02 The Chairperson shall be required to call a special meeting whenever such a meeting shall be requested in writing by at least seven (7) Assembly Members. Such special meetings will be held within fifteen (15) days of receipt of requests.

Section 6.03 Written notice of the time and place for each meeting shall be mailed to each Assembly Member at least ten (10) days prior thereto. For special meetings, except those meetings called to consider Constitutional amendments, such written notice shall be mailed at least three (3) days prior thereto. Notice of meetings where Constitutional amendments are to be discussed shall be mailed at least ten (10) days prior thereto.

Section 6.04 Twelve (12) Assembly Members shall constitute a quorum.

Section 6.05 The proceedings of all meetings of the Assembly shall be governed by the current edition of Robert's Rules of Order.

Section 6.06 For the purposes of this document, all references to notice by "mail", "mailed", or "written notice" shall be deemed to be duly given and satisfied when transmitted by electronic mail to an address provided by the delegate.

Article VII. Committees

Section 7.01 The Assembly shall have a Question Committee, a Candidate Committee, a Petition Committee, a Campaign Committee, a Nominating Committee, and such other committees as from time to time may be necessary or desirable.

Section 7.02 The Question Committee will prepare a common Candidate Application to be provided to all Candidates for endorsement. The Question Committee will compile and present the Candidate Application responses to all Assembly Members prior to Candidate interviews. The Question Committee will prepare the questions to be asked of Candidates during the interviews and hold those questions confidential to the Question Committee until the Candidate interviews. The Question Committee will include any Assembly Members that express interest. Candidate interviews will be led by those members of the Question Committee who are seated as Assembly Delegates.

Section 7.03 The Candidate Committee shall be chaired by the Chairperson and include any Assembly Members that express interest. As possible, the Candidate Committee should include at least one delegate from each District 102 elementary school attendance area. The Candidate Committee shall seek out persons who are willing to become candidates and submit a report of its findings to the Assembly. The Candidate Committee will provide the Candidate Application to any interested and eligible Candidates for election to the Board. The Candidate Committee will arrange for the interview before the Assembly of any Candidate who returns a Candidate Application.

Section 7.04 The Member Recruitment Committee shall organize such action as may be appropriate to recruit members to the District 102 Delegate Assembly. The Member Recruitment Committee will include any Assembly Members that express interest.

Section 7.05 The Petition Committee shall be responsible for distributing petitions, obtaining the necessary signatures thereon, and filing such petitions on the initial filing date or as soon as possible within the prescribed time limits. The Petition committee will coordinate the above tasks with the Endorsed Candidates. The Petition Committee will include any Assembly Members that express interest.

Section 7.06 The Campaign Committee shall organize such action as may be appropriate to promote the election of all Endorsed Candidates consistent with Section 8.07. The Campaign Committee will include any Assembly Members that express interest.

Section 7.07 The Nominating Committee shall prepare a slate of officers for the positions identified in Article V to serve the succeeding Assembly. The Nominating Committee shall report to the Assembly at the conclusion of the final Assembly meeting of an election cycle. The Nominating Committee will include any Assembly Members that express interest.

Article VIII. Nomination of Candidates

Section 8.01 Any eligible Candidate for election to the Board who submits a completed Candidate Application to the Assembly will be considered for endorsement.

Section 8.02 The Chairperson, in coordination with the Candidate Committee, will arrange for an open meeting or meetings at which the Candidates will be interviewed in front of all Assembly Members and the public.

Section 8.03 The Candidate interviews will be conducted by Assembly Delegates who served on the Questions Committee and other seated Assembly Delegates, as may be directed by the Chairperson.

Section 8.04 Selection of candidates for endorsement shall take place at the Assembly meeting following the Candidate interviews.

Section 8.05 A written ballot shall be prepared listing all Candidates interviewed by the Assembly. On the first vote, Assembly Delegates shall vote for up to as many candidates as there are Board positions open for election. Candidates receiving a majority vote shall be endorsed by the Assembly. Second and succeeding ballots shall consist of the remaining candidates. On the second and succeeding ballots, Assembly Delegates shall vote for up to as many candidates as there are Board positions open for election less the number of already agreed upon endorsements. Those receiving majority votes shall be endorsed. Balloting shall continue until the number of endorsed Candidates equals the number of Board positions open for election or until a majority of the Assembly Delegates chooses to cease the balloting. The number of endorsements shall not exceed the number of Board positions open for election.

Section 8.06 The Chairperson will notify all Candidates that are not endorsed by the Assembly.

Section 8.07 The Chairperson will notify all Candidates endorsed by the Assembly Delegates and present the slate of Candidates selected for endorsement by the Assembly. Candidates will be required to accept or reject Assembly endorsement. The Assembly will campaign on behalf of all candidates that accept endorsement by the Assembly. Candidates that reject the endorsement of the Assembly will be considered to have withdrawn their application for Assembly endorsement.

Article IX. Amendments

Section 9.01 This constitution may be amended during an open meeting by the vote of two-thirds of the Assembly Members present or sixteen (16) Assembly Members, whichever is greater, provided that written notice of the proposed amendments shall have been mailed to all delegates at least ten (10) days prior to such meeting as per Section 6.03.

10/03/1985

09/30/1987 – Amended

05/01/1989 – Amended

03/18/1991 – Amended

04/19/1993 – Amended

04/25/1995 – Amended

11/28/2012 – Amended