

# CONSTITUTION OF THE ILLINOIS COUNCIL FOR THE SOCIAL STUDIES

## 1.0 ARTICLE I

### Purpose

The purpose of the Illinois Council for the Social Studies (ICSS) is to advocate and build capacity for high-quality social studies education and the growth of an informed citizenry in the State of Illinois.

### 1.2 Section 2 – Activities

To achieve these purposes, ICSS shall:

1.2.1 Provide forums for the open exchange of ideas relating to social studies content and skills, best practices for engaged learning, and professional development.

1.2.2 Publish informative materials, including the periodical known as *The Councilor: A National Journal of the Social Studies*, to inform members of new source materials and teaching techniques.

1.2.3 Build partnerships and collaborate with organizations that support social studies education in Illinois.

1.3 ICSS will maintain 501(c)(3) of the Internal Revenue Code.

1.4 ICSS will maintain affiliate status with the National Council for the Social Studies (NCSS).

1.5 The Board may recognize local social studies councils as affiliates of ICSS per the criteria outlined in the by-laws.

## 2.0 ARTICLE II – Membership

Membership in this organization is open to social studies educators and those who advocate for high quality social studies education in Illinois.

2.1 Membership Categories. Membership shall consist of categories as defined in the by-laws.

2.2 Membership Dues. Dues for each category shall be established by the ICSS Board.

2.3 Membership Revocation. ICSS membership may be revoked by majority vote of the Board upon review of member's circumstances.

### 3.0 ARTICLE III – Executive Officers

#### 3.1 Section 1 – Members

Executive officers of the Council are: (1) President (2) Past-President or President-Elect, (3) Vice-President, (4) Secretary, (5) Treasurer, (6) Director of Communications and (7) Editor of *The Councilor*.

#### 3.2 Eligibility and Elections

3.2.1 The term of the President Elect shall be 1 year, to be elected in even years. The President Elect shall become President.

3.2.2 The term of the President shall be 2 years. The President shall become Past-President.

3.2.3 The term of the Past-President shall be 1 year.

3.2.4 The Vice-President and Secretary shall be elected in odd years, the Treasurer in even years. These positions shall be limited to two consecutive two-year terms.

3.2.5 All candidates shall be announced and elected according to the timelines posted in the by-laws. All terms shall begin on January 1.

3.2.6 No individual may serve as an Executive Officer for more than eight consecutive years, excepting the Editor of *The Councilor*. Individuals who serve as Past President are ineligible to serve further in the Executive Office and must wait a minimum of two election cycles to run as a Representative.

3.2.7 The Director of Communications and the Editor of *The Councilor* shall be appointed by the Board. There is no set term for these positions. Upon review of circumstances, individuals may be

removed from the position by two-thirds majority vote of the Board.

3.2.8 In this manner, the Executive Officers shall consist of 7 members.

### 3.3 Executive Officer Removal and Vacancies

3.3.1 The Vice-President shall become President if the office of the President is vacated.

3.3.2 An Executive Officer's performance of duties may be evaluated by the ICSS Board and an Officer may be dismissed by a two-thirds vote of the ICSS Board.

3.3.3 Other vacancies occurring in elected offices shall be filled by the ICSS Board until the next regular election for Executive Officers.

### 3.4 Qualifications

3.4.1 The President Elect shall have been a member of the Illinois Council for the Social Studies for at least two years prior to election.

3.4.2 Other officers shall be ICSS members in good standing.

## 4.0 ARTICLE V - The Board

### 4.1 Members of the Board

The Board shall be composed of eighteen Representatives and six Executive Officers. The following language pertains to Representatives.

4.1.1 Representative positions shall include the following:

- Three members who have taught or currently teaching Pre K-2nd grade
- Three members who have taught or currently teaching 3rd-5th grade
- Three members who have taught or currently teaching 6th-8th grade
- Three members who have taught or currently teaching 9th-12th grade

- Three members who have taught or currently teaching in Higher Education
- Three members who serve At-Large (to include, but not limited to, Administration, museum employees, consultants, students, etc.)

## 4.2 Eligibility

4.2.1 All Representatives must be ICSS members in good standing.

4.2.2 All Representatives must meet the minimum participation requirements listed in the by-laws to retain their position.

## 4.3 Election and Terms

4.3.1 The term of each Representative shall be three years.

4.3.2 One-third of Representative positions in each category will come up for election every year.

4.3.3 Individuals in Representative positions shall be limited to one three-year term. During their term or upon completion of their term, Representatives may opt to run for Executive Office.

4.3.4 Upon completion of their term, a Representative must wait one election cycle before seeking reelection.

4.3.5 All candidates shall be announced and elected according to the timelines posted in the by-laws. All terms shall begin on January 1.

## 4.4 Removal and Vacancies

4.4.1 A Representative may be removed from their Board position by a two-thirds vote of the ICSS Board for cause, as outlined in the by-laws.

4.4.2 Any Representative position vacancy shall be filled by the ICSS Board. The individual appointed to the position will continue the term of the individual whom they replace per the election cycle outlined above.

## 4.5 Permanent Committees of the Board

The permanent boards and committees of the Council are as follows:

- Elections Committee
- Membership Committee
- Oversight and Audit Committee
- Professional Development Committee
- Conference Committee

4.6 The Board may create ad hoc committees to fulfill their duties and meet the needs of ICSS.

4.7 The Board may create positions and appoint individuals to those positions to meet the needs of ICSS. Individuals in appointed positions are eligible to run for board positions.

## 5.0 ARTICLE V

### 5.1 Executive Director

The Executive Director shall assist the officers of the Council in whatever duties the ICSS Board approves.

5.1.1 The Council shall secure the services of an Executive Director who is a member of the Illinois Council for the Social Studies and the National Council for the Social Studies.

5.1.2 This person shall serve on a part-time basis with pay.

### 5.2 Selection

Candidates for the Executive Directorship shall be solicited by an ad hoc Selection Committee, which will investigate qualifications and make recommendations to the ICSS Board. The ICSS Board will vote to reject or hire one of the candidates or fail the search.

5.3 The performance of the Executive Director shall be reviewed by the Executive Officers annually within the month of January. After completion of the review, a written recommendation for retention or dismissal will be

furnished by the President at the Spring meeting for vote and approval by the Board.

#### **5.4 Notification of filing of Federal and State tax forms.**

- 5.41: It shall be required of the ICSS Executive Director or Board appointed designee (for example, legal representation or accounting services) that at the annual fall meeting, or via electronic communication if the fall meeting does not occur, a statement be included in the meeting agenda that all federal and state tax forms are being prepared for filing for the current fiscal year.
- 5.42: It shall be required of the ICSS Executive Director or Board appointed designee (for example, legal representation or accounting services) that at the annual spring meeting via electronic communication if the spring meeting does not occur, a statement be included in the meeting agenda that all federal and state tax forms have been filed for the previous fiscal year on or before the due date.
- 5.43: It shall be required of the ICSS Treasurer or Board appointed designee (for example, legal representation or accounting services) that at the annual spring meeting or via electronic communication if the spring meeting does not occur that the ICSS Executive Director has provided the treasurer with copies of completed federal and state tax forms, submitted on or before the due date.
- 5.44: Upon failure to file federal or state tax forms on or before due dates, the Executive Director shall be determined to be in non-compliance with terms of the position and shall be relieved of the position.

### **6.0 ARTICLE VI By-Laws**

By-laws for ICSS will be set and maintained by the Board for the appropriate and ethical management of the organization.

### **7.0 ARTICLE VII AMENDMENTS**

Amendments to this Constitution shall be made according to the following procedures:

7.1 Proposed amendments to the ICSS Constitution that are moved to membership consideration shall be posted on the ICSS website and made available for a minimum of 30 days, but no more than 90 days, prior to a call

to vote by the President.

7.2 For a proposed amendment to be adopted, a two-thirds majority vote by members is required.

## 8.0 ARTICLE VIII DISSOLUTION CLAUSE

8.1 The ICSS Board may propose the dissolution of the organization with a two-thirds vote.

8.2 Upon approval of the proposal to dissolve the organization, ICSS members must be notified within 30 days and provided a 90-day feedback period.

8.3 The Board shall review member feedback before voting on the dissolution proposal. A three-fourths majority vote of the Board shall be required to dissolve the organization.

8.4 Upon the dissolution of ICSS, ICSS shall, after paying or making provision for the payment of all the liabilities of ICSS (including, but not limited to, Lifetime Membership dues), dispose of all the assets of ICSS exclusively for the purposes of ICSS in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law), as the ICSS Board shall determine.

8.5 Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of ICSS is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Adopted: May 1975  
Amended: May 1977  
January 1978  
October 1980  
May 1981  
February 1985  
September 1988

September 1989  
April 1990  
February 1993  
February/May 1995 – By-laws  
February 9, 2002  
October 5, 2007  
October 17, 2014  
November 27, 2022  
August 3, 2024