

ADMINISTRATORS' ROUND TABLE OF WESTERN  
ILLINOIS CONSTITUTION AND BYLAWS  
REVISED DECEMBER 7, 1983

**Article I.      NAME**

This organization shall be known as the Administrators' Round Table of Western Illinois.

**Article II.      PURPOSE**

The purpose of this organization shall be to promote the best in educational practices through research, exchange of experience, the common study of problems and practices, consideration of the newer methods of technology, and cooperation with professional and lay organizations.

**Article III.      MEMBERSHIP**

Clause 1.      Membership shall be limited to superintendents, assistant superintendents, administrative assistants, elementary and/or secondary school principals, college instructors and administrators in teacher-education programs, superintendents and assistant superintendents of educational service regions, and supervisors and other members of the professional staff of the State Board of Education.

Clause 2.      Members qualified under Clause 1 may retain associate memberships upon retirement.

**Article IV.      DUES AND ASSESSMENTS**

Clause 1.      The initiation fee for new members shall be ten dollars to include first-year membership.

Clause 2.      The dues of this organization shall consist of an annual fee of ten dollars payable at the first meeting in October and of such other assessments as the membership may approve to carry on its work.

Clause 3.      Dues for associate members shall be an annual fee of three dollars.

**Article V.      OFFICERS AND DUTIES**

Clause 1.      The officers of this association shall consist of a President, Vice President, a Secretary, and a Treasurer.

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- Clause 2. The President and Vice-President shall have all powers usually pertaining to those offices.
- Clause 3. The Secretary shall have all powers usually pertaining to this office and shall notify all members as to the time and place of all meetings.
- Clause 4. The Treasurer shall have the powers and responsibilities usually pertaining to this office.

**Article VI. COMMITTEES**

- Clause 1. There shall be appointed by the President four standing committees: Membership, Research, Program, and Legislative
- Clause 2. The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, Immediate Past-President, and the Chairman of each of the standing committees.
- Clause 3. The President shall have the power to appoint special committees when so instructed by the majority of the members present. Any vacancy on the Executive Committee shall be filled by appointment by the Executive Committee.

**Article VII. MEETINGS**

This association shall meet at least five times each year at such time and place as may be designated by the Executive Committee.

**Article VIII. ELECTIONS**

Officers shall be elected annually at the spring meeting and shall assume office at the close of the year.

**Article IX. AMENDMENTS**

- Clause 1. Amendments to the Bylaws must be submitted in writing to the Executive Committee.
- Clause 2. Any amendment recommended by the Executive Committee may be adopted by a vote of two-thirds of the members present at any regular meeting, provided that written notice of the proposed amendments shall have been sent to each member ten days before the meeting.

ADMINISTRATORS' ROUND TABLE OF WESTERN  
ILLINOIS CONSTITUTION AND BYLAWS

Revised March 4, 1970

**Article I. NAME**

This organization shall be known as the Administrators' Round Table of Western Illinois.

**Article II. PURPOSE**

The purpose of this organization shall be to promote the best in educational practices through research, exchange of experience, the common study of problems and practices, consideration of the newer methods of technology, cooperation with professional and lay organizations.

**Article III. MEMBERSHIP**

- Clause 1. Membership shall be limited to superintendents, assistant superintendents, administrative assistants, elementary and/or secondary school principals, designated by the Board of Education of Elementary and/or Secondary School Districts, college instructors and administrators in teacher-education programs, Superintendents and Assistant Superintendents of Educational Service Regions, and supervisors and other members of the professional staff of the Office of State Superintendent of Public Instruction.
- Clause 2. Members qualified under Clause 1 may retain associate memberships upon retirement.

**Article IV. DUES AND ASSESSMENTS**

- Clause 1. The initiation fee for new members shall be five dollars to include first-year membership.
- Clause 2. The dues of this organization shall consist of an annual fee of five dollars payable at the first meeting in October and of such other assessments as the membership may approve to carry on its work.
- Clause 3. Dues for associate members shall be an annual fee of three dollars.

## **Article V. OFFICERS AND DUTIES**

- Clause 1. The officers of this association shall consist of a President, Vice-President, a Secretary, and a Treasurer.
- Clause 2. The President and Vice-President shall have all power usually pertaining to those offices.
- Clause 3. The Secretary shall have all powers usually pertaining to this office and shall notify all members as to the time and place of all meetings.
- Clause 4. The Treasurer shall have the powers and responsibilities usually pertaining to this office.
- Clause 5. The representative to the Advisory Council of the I.A.S.A. shall be selected by the Executive Committee (the officers).

## **Article VI. COMMITTEES**

- Clause 1. There shall be appointed by the President four standing committees: Membership, Research, Program, and Legislative.
- Clause 2. The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, immediate Past-President, and the Chairman of each of the standing committees.
- Clause 3. The President shall have the power to appoint special committees when so instructed *by* the majority of the members present. Any vacancy on the Executive Committee shall be filled by appointment by the Executive Committee.

## **Article VII. MEETINGS**

This association shall meet in October, November, January, March, and April and in such other months as the Executive Committee may deem necessary and at such time and place as may be designated by the Executive Committee.

## **Article VIII. ELECTIONS**

Officers shall be elected annually at the March meeting and duly installed at the April meeting.

**Article IX. AMENDMENTS**

- Clause I. Amendments to the Bylaws must be submitted in writing to the Executive Committee.
- Clause 2. Any amendment recommended by the Executive Committee may be adopted by a vote of two-thirds of the members present at any regular meeting, provided that written notice of the proposed amendments shall have been sent to each member ten days before the meeting,