



Secondary Reading League Bylaws

Revised: March, 2019

ARTICLE I – Name and Area Served

The council shall be called the Secondary Reading League Council, serving the area within the state of Illinois.

ARTICLE II – Nature and Purpose

Section I: - Nature: The Secondary Reading League Council shall be a statewide professional organization of individuals concerned with the instruction, improvement, and advocacy for all areas of adolescent literacy. Adolescent learners comprise students in middle school, junior high school, and high school.

Section 2: - Purpose: The purposes of the council should be:

1. Work in partnership with the Illinois Reading Council by promoting membership and participating in IRC sponsored activities;
2. to encourage the study of literacy issues at the secondary level;
3. to stimulate and promote research in all areas of adolescent literacy ;
4. to study the various factors that influence progress in literacy;
5. to provide professional development opportunities for educators in all areas of adolescent literacy ;
6. to act as a clearinghouse for information relating to adolescent literacy ;
7. to disseminate knowledge helpful for solving problems related to adolescent literacy ;
8. to sponsor conferences and meetings with a focus on adolescent literacy;
9. to promote mutual understanding and cooperation among educators in elementary school, middle school, junior high school, high school, special areas, college, and leadership positions.

ARTICLE III – Membership and Dues

Section 1 – Eligibility: Membership in the council shall be open to all persons engaged in the teaching or supervision of literacy at any school level, to parents, and to all others interested in the purposes of the council. Prospective members shall apply for membership in the Illinois Reading Council and select the Secondary Reading League as their council of choice.

Section 2 – Active Members: Membership in the council shall become effective upon payment of dues to the Illinois Reading Council and selecting SRL as their council of choice.

Section 3 Membership and Dues procedures: The Secondary Reading League will follow membership procedures and dues requirements as outlined by the Illinois Reading Council.

Section 4 – Arrears: Any member who has not paid local dues ending 1 year after payment of dues becomes inactive. A member whose dues are delinquent shall be notified immediately, before his or her name is eliminated from the membership roster.

Section 5 – ILA Membership and Dues: Membership in the International Literacy Association is strongly recommended for all council members. Dues to the International Literacy Association, which entitle members to certain benefits and services, may be collected by the council and sent to Association headquarters or paid directly to Association Headquarters.

ARTICLE IV – Officers

Section 1 – Officers: Any member in good standing who is also a member of the International Literacy Association is eligible to be an officer of the council. The officers of the council (Executive Board) shall be a president, president-elect, vice-president, secretary, treasurer, membership chairperson, and past-president.

Section 2 – Term of Office: The term of office of the vice president shall be 1 year. The vice president shall then automatically succeed to the office of president-elect for 1 year, and at the expiration of this term as president-elect, shall become president for a period of one year. The terms of the treasurer, secretary, and membership chairperson shall be two years. The past-president shall serve 1 year immediately following his/her term as president.

Section 3 – Time of Assuming Office: Each officer shall assume the duties of office on July 1, following the election. The election shall have been completed by April 1.

Section 4 Executive Board Member Job Descriptions: A complete, detailed job description for each Executive Board position shall be included in the SRL procedures and policies. The job descriptions will be reviewed on a regular basis and updated as needed.

Section 5 – Duties of the President: The president shall act as the executive officer of the council. The president shall preside at all meetings of the council, shall act ex officio as chairperson of the Board of Directors and the Executive Committee, and shall exercise general leadership and supervision over the affairs of the council, implementing its purposes.

Section 6 – Duties of the President--Elect: The president-elect shall assist the president in all his/her duties and shall preside in the absence of the president. He/she shall be in charge of planning programs for the meetings.

Section 7 – Duties of the Vice-President: The vice-president shall assist the president-elect in all his/her duties and shall preside in the absence of the president-elect. He/she shall assist in the planning of programs for the meetings.

Section 8 – Duties of the Secretary: The Secretary shall be responsible for SRL communications and maintaining an accurate record of SRL Executive Board meetings.

Section 9 – Duties of the Treasurer: The treasurer shall maintain accurate and up- to-date financial records, have custody of the funds of the council which shall be deposited in the name of the Secondary Reading League.

Section 10 – Duties of the Membership Chairperson: The membership chairperson shall keep records of the Secondary Reading League membership and provide the executive board with membership updates.

Section 11 – Duties of the Newsletter Editor: The newsletter editor shall create, publish and distribute the newsletter of the Secondary Reading League.

Section 12 – Duties of the Day of Reading Chairperson: The Day of Reading chairperson shall establish and lead a steering committee to perform all duties necessary to execute the Day of Reading conference and to report the results to the Board of Directors.

Section 13 – Past President: The past president shall act as a consultant to the president and Board of Directors in the year immediately following his/her term as president. He/she will head the Honor Council/Council of Excellence Committee.

Section 13 – Interim Replacement: In the event of a vacancy in the office of president, president-elect, vice president, treasurer, secretary, membership chairperson, newsletter editor or the Day of Reading chairperson, the Board of Directors shall have the power to fill the vacancy until the next regular election.

ARTICLE V – Board of Directors

Section 1 – Function: The SRL Board of Directors shall exercise general supervision over the property and affairs of the council. It shall have the general power to administer the affairs of the council between council meetings and shall report its actions to the membership for approval.

Section 2 - Composition: The SRL Board of Directors shall consist of all current officers of the SRL and the newsletter editor.

Section 3 – Meetings: The first meeting of the Board of Directors shall be held in the summer in order that the standing committees may be appointed with the greater part of the year remaining for their specific work, and in order that the yearly calendar may be established. The Board of Directors shall be empowered to hold such meetings as it shall deem necessary on the call of the president, at such times and places as the president may determine. No less than 3 meetings shall be held each year.

Section 4 – Quorum: A quorum is established when 60% of the Board is present.

Article VI Membership Meetings

Section 1: Purpose: Meetings of the membership of the Secondary Reading League shall be held a minimum of three times per year. Meetings are held for the purpose of sharing information, allowing input of members into governance of SRL business, and to solicit ideas for literacy initiatives and professional development programming.

Section 2: Schedule: The Executive Board shall determine schedule of membership meetings at its initial meeting of the year and shall make meeting schedule available. Meetings of the membership may coincide with other SRL scheduled events. One meeting shall take place at the annual IRC conference.

Section 3 Notification: Members shall be notified of meetings of the membership at least two weeks in advance. The Secretary or designee shall notify all members of the date, time and place of the meeting. Notification and agenda shall be posted to the SRL Website.

Section 4 Agenda: Membership meeting shall include reports from the President, President-elect, Membership Chair and Treasurer. Other reports shall be included on an as needed basis. An opportunity for membership comments will be available at each membership meeting.

ARTICLE VII – Nomination and Election of Officers

Section 1 –Election: All officers shall be elected in accordance with the SRL Procedures and Policies.

Section 2 – Nominations: A call for nominations for available Executive Board positions shall be made of the membership. Each nominee must be a member in good standing of, the Illinois Reading Council, and Secondary Reading League. Advance consent to serve if elected from each nominee shall be secured.

Section 3 - Mode of Election: Voting shall be by paper or electronic ballot for each vacant elective office. Space shall be provided for write-in candidates. All members shall have an opportunity to cast a ballot. A plurality of the votes cast shall constitute an election. The results of the election shall be announced.

Section 4 – Reporting: The president or designee shall be responsible for reporting the newly elected officers to the IRC office.

Section 5 – Term of Office: Each elected officer shall assume the duties of office on July 1 following the election and shall continue to serve for the duration of the term set in Article IV, Section 2.

ARTICLE VIII – Committees and Appointment

Section 1 - Committees: The Executive Board of the Secondary Reading League shall be empowered to create committees as deemed necessary to accomplish the mission of the council. All committees shall transmit their recommendations to the Executive Board.

Section 2 – Number of Standing Committees: The number of standing committees may be increased or decreased upon the recommendation of the Executive Board.

Section 3 - Appointments: The Executive Board of the Secondary Reading League shall be empowered to appoint the Day of Reading Chairperson and the Newsletter Editor. Appointments shall last a minimum of two years.

ARTICLE X – Parliamentary Authority: The rules contained in Robert’s Rules of Order shall govern the proceedings of this council by-laws

ARTICLE XI – Dissolution: In case of the dissolution of this council, any assets remaining after paying or making provision for the payment of all liabilities of the council shall revert to the Illinois Reading Council.

ARTICLE XII – Amendments

Section 1-Origin: Amendments to the bylaws shall be proposed by

1. A quorum of the Executive Board;
2. the Bylaws committee created for the purpose of amending the bylaws;
or
3. a majority of the voting members present at a regular meeting of the council.

Section 2 - Procedures for Amending: : Amendments to the bylaws may be adopted by a majority of the voting members. Members shall be notified of proposed amendment at least one week prior to the vote.

Section 3 – Incorporation: Amendments adopted as described in Section 2 shall be incorporated into these bylaws pending IRC approval. Copies of all amendments adopted shall immediately be sent to the ILA State Coordinator for IRC, the IRC Office, and the SRL Region Chair .