

# **MEMORANDUM**

To: Board Presidents, Superintendents and  
IASB Member Districts

From: Ben Schwarm, Deputy Executive Director  
Illinois Association of School Boards

Date: April 2, 2018

Plans are well underway for the 2018 IASB/IASA/IASBO Joint Annual Conference. The IASB Delegate Assembly will be held in conjunction with Conference, November 16-18, 2018, to conduct the annual business of the Association. One of the most important components of that meeting is the consideration of resolutions submitted by member boards. Enclosed are copies of the Resolution submission form to be used this year. A fillable form is available on the IASB website, under Governmental Relations. As an Active Member of the Association, your board is invited to submit proposals for:

- \*New IASB Resolutions;
- \*Amendments to existing Position Statements;
- \*Reaffirmation of existing Position Statements; or
- \*Belief Statements

The submission deadline is Wednesday, June 20, 2018. However, earlier submission will allow our staff to better serve you in preparing background material for the Resolutions Committee. IASB staff will review each proposal and consult with your board representative and/or superintendent. Should you wish to appear before the Resolutions Committee, meetings will be scheduled to provide that opportunity. While anyone selected by your board is welcome at these meetings, at least one board member must be present to speak to the resolution.

The resolutions process is one of the most important undertaken by your Association. The decision of the Delegate Assembly regarding proposed resolutions determines our future direction. It is important that all participate in this process. If you have questions please contact our governmental relations department in Springfield. Thanks for your continued interest and support.

# RESOLUTION 2018 Delegate Assembly

*Rec'd* \_\_\_\_\_, 2018

*Resolution No. 01* \_\_\_\_\_

*Notified* \_\_\_\_\_, 2018

## INSTRUCTIONS:

1. Use a separate form for each resolution or amendment.
2. Submit a typed, original copy of the completed form to:

**IASB RESOLUTIONS COMMITTEE      -OR-  
Ben Schwarm  
2921 Baker Drive  
Springfield, Illinois 62703-5929**

Submit online: Save a copy of this completed resolutions form for your files, be sure that all required fields are completed, attach the document to an email, and send to [mbuch@iasb.com](mailto:mbuch@iasb.com)

Note: Some browser settings may automatically open the file within the internet browser itself. If this occurs, locate the file (resolutions.pdf) in the downloads folder and open it in Adobe Acrobat before completing the required information.

Emailed resolutions must be received by: **Wednesday, June 20, 2018**

3. Include the name, address and day telephone of a board member to be contacted regarding the resolution.
4. Retain a file copy.
5. Submit any additional supportive material as an attachment. Do not use the back of this form. Attach additional pages if necessary.

District Name \_\_\_\_\_ District Number \_\_\_\_\_

Board Member Contact \_\_\_\_\_ Telephone \_\_\_\_\_

email address \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Superintendent \_\_\_\_\_ Telephone \_\_\_\_\_

email address \_\_\_\_\_

District Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Check one:    New Resolution    Amendment to a Position Statement    Reaffirmation    Belief Statement

## Statement of Resolution:

Be it resolved that the Illinois Association of School Boards shall:

## Statement of Rationale:

Approved by vote of the Board of Education on \_\_\_\_\_, 2018

Signed (Board President or Secretary) \_\_\_\_\_