

# Constitution of the ILLINOIS CONGRESSIONAL DEBATE ASSOCIATION

## ARTICLE 1: NAME

The name of this Association is the Illinois Congressional Debate Association (ICDA).

## ARTICLE 2: PURPOSE

2.1 This Association is organized exclusively for educational purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code.

2.2 This Association shall provide leadership for the development, supervision, and promotion of congressional debate competition and activities in which its member schools engage. Participation in such activities offers eligible students experiences in an educational setting that may provide enrichment to the educational experience.

2.3 This Association through the employment of the instrumentalities hereinafter established shall:

- (a) supervise and regulate all ICDA-sponsored congressional debate activities in which its members may engage; and
- (b) perform such other functions related to congressional debate activities as may from time to time be approved and adopted by the general membership.

2.4 In the performance of these functions, the objective of the Association shall be:

- (a) to stress the educational importance, cultural values, the appreciation and skills involved in congressional debate activities and to promote cooperation and friendship amongst the membership.

## ARTICLE 3: MEMBERSHIP

3.1 Any public and non-public high school in the State of Illinois may become a member of this association provided:

- (a) application of membership is signed by the official representative of the high school; and
- (b) the school pays dues as required in this Constitution.

## ARTICLE 4: BOARD OF DIRECTORS

4.1 The administrative authority of this Association shall be vested in a Board of Directors consisting of three members, each for a term of three years, as hereinafter provided.

4.2 The officers of the Board of Directors shall be President, Secretary, and Treasurer.

4.3 No later than April 1 of each applicable year, the Board of Directors shall cause to be electronically mailed to the official representative of each member school in the event one or more members of the Board of Directors is to be elected, a letter identifying the positions for which elections are to be held along with a primary ballot requesting nominations for the

appropriate Board member positions.

Each member school may nominate one official representative from another member school as a candidate for each open position. These nominations must be returned electronically to the Secretary of the Board by April 15.

- 4.4 Elections for Board of Directors shall be conducted at each applicable Spring Coaches Meeting. The Board of Directors shall appoint a teller (official third-party witness) to verify the vote count. Each member school in attendance will have one vote for each open Board position. Each winning candidate must receive a simple majority of the votes cast. In the case a simple majority is not achieved, the candidate(s) who receive the lowest vote total will be dropped from consideration and voting will be repeated. In case of a tie vote for any position, the tellers shall determine the winner by lot.
- 4.5 Members of the Board of Directors shall be elected for terms of three years and shall take office immediately upon the determination of their election as provided in 4.4 of this section. They shall serve until a successor is elected or until they cease to be a member of the Association, or unless they tender their resignation and it is accepted by the Board of Directors.
- 4.6 The Board of Directors shall meet a minimum of two (2) times per year. Meetings shall take place at dates and times determined by its members. Special meetings may be called by the President and must be called upon by written request of any member of the Board.

#### ARTICLE 5: POWERS AND DUTIES OF BOARD

- 5.1 A majority of the Board of Directors shall constitute a quorum. When a vote is taken upon any matter pending before the Board, a quorum being present, a majority of the members of the Board voting on the matter shall determine the outcome thereof.
- 5.2 The Board of Directors of the Illinois Congressional Debate Association are hereby authorized to interpret the Constitution and all Tournament Rules and to exercise all the powers and duties expressed or implied by this Constitution, and to act as an administrative board in the interpretation of and final decision on all questions and appeals arising from the directing of Association congressional debate activities of member schools.
- 5.3 The Board of Directors shall conduct all business of the Association, shall be empowered to employ assistants as may be found necessary to carry on the affairs of the Association, and to provide equipment and materials, by rental, purchase or other means, for the proper conduct of the business of the Association.
- 5.4 The Board of Directors shall be authorized to collect annual dues as provided in this Constitution and levy fees and other such assessments on all member schools as shall be adequate to meet the total expenses involved in the conduct of such activity and such proportionate share of overhead as deemed necessary. Such dues, fees, and assessments shall be considered current funds of the Association and shall be used by the Board of Directors in financing the various activities of the Association.

The determination and collection of activity fees and collection and distribution of receipts from all contests sponsored by the Association shall be left to the discretion of the Board of Directors.

- 5.5 The Board of Directors shall determine all necessary expenditures of money in the conduct of the affairs of the Association.
- 5.6 The Board of Directors shall have complete authority, subject to the provisions of the Constitution, to organize and conduct ICDA congressional debate activities including the ICDA state championship and to establish Terms and Conditions for these activities.
- 5.7 In case a vacancy occurs on the Board of Directors, the remaining Board members shall fill the vacancy by appointment of an official representative from a member school.

Appointees shall serve until elections are held at the next upcoming Spring Coaches meeting.

#### ARTICLE 6: POWER AND DUTY OF OFFICERS

- 6.1 The President shall preside at the Fall and Spring Coaches meetings of the Association, and shall perform other duties customary to the office of president.
- 6.2 The Secretary shall assume such secretarial duties as the Association shall impose.
- 6.3 The Treasurer shall receive for deposit all funds belonging to this Association; shall pay out money from funds belonging to the Association only upon approval by the President; shall keep bookkeeping records of all receipts and expenditures relating to activities of the Association; and shall make a complete financial statement to the Association at the annual Spring Coaches meeting.
- 6.4 A committee composed of the President and the Secretary of the Board of Directors shall audit the Treasurer's accounts at least annually at the close of the fiscal year.

#### ARTICLE 7: DUES AND ASSESSMENT

- 7.1 The fiscal year of the Association shall be from July 1 to June 30.
- 7.2 The Board of Directors shall have authority to assess annual membership dues to be paid by all schools belonging to the Association.
- 7.3 The general membership shall be authorized to levy entry fees and assessments when necessary for conducting any ICDA activity.
- 7.4 The annual school membership dues shall be for the fiscal year of the Association, shall be payable on July 1 of each fiscal year and must be paid on or before participation in that year's ICDA tournaments.
- 7.5 In case a school has allowed its membership to lapse, it cannot be reinstated until it has paid into the treasury the current dues plus an amount equal to the annual dues for the year for which the school failed to pay its dues. However, the penalty payment shall not exceed the dues for one full year.

#### ARTICLE 8: OVERSIGHT COMMITTEE

- 8.1 The Oversight Committee shall be composed of members of the Board of Directors and four (4) Commissioners elected by the general membership.

8.2 Commissioners of the Oversight Committee shall be Executive, Technology, Membership/Training, and At-large.

8.3 Executive Commissioner shall oversee all of the Oversight roles and responsibilities listed in Article 8.

8.4 Technology Commissioner responsibilities shall include tabulation, management of the tournament registration website, maintenance of the ICDA website, assistance to the tournament hosts and support to general membership website usage.

8.5 Membership/Training Commissioner responsibilities shall include tabulation, facilitating judge training, leading tournament judge/coach meetings, creating training modules for both coaches and judges, regularly updating membership status including identification of official team representatives and/or designees.

8.6 At-large Commissioner is a full voting member of Oversight. Responsibilities shall include tabulation, in-training for specific tasks/vacancies as determined by Oversight.

8.7 The Oversight Committee shall have the authority and responsibility to investigate and decide all matters concerning eligibility, protests, or rules. The Oversight Committee may modify the effect of or penalty for violation or non-compliance of any Association rule if the circumstances causing the student or school to be in violation of or non-compliance with the rule are determined:

(1) to have been completely beyond the control of the following:

(a) the student

(b) the student's parent(s)/guardian(s)

(c) the school

8.8 All proposed amendments to the Constitution, or consideration of any other proposed rule changes, shall be referred to the Oversight Committee for evaluation. Action shall be taken by the Committee as provided for in Section 10.1.

8.9 All proposed amendments to the Constitution and Tournament Rules of a permanent nature shall be referred to this Committee for consideration. In considering such proposals, members may appear before the Committee to promote or oppose any proposal before the Committee. The Committee shall be authorized to reword or amend a proposal. The Committee shall refer to the Association for final action on all proposals except those rejected by a majority vote of the Committee members present.

8.10 Oversight committee members shall be responsible for working the tabulation room at all Association sponsored tournaments. Oversight tabulation room tasks shall include, but are not limited to:

(a) Entering individual scores for each chamber

(b) Creation of randomized seating charts for each chamber and session

(c) Creation of chamber lists

(d) Calculation of sweepstakes awards

(e) Creation of next tournament legislation packet

(f) Creation of end-of-session chamber folders

- (g) Recording of nominations for TOC and All-State consideration
- (h) Determine cut-off number for small/large team designation
- (j) Creation of Awards Summary for Tournament Host.

8.11 Tournament hosts shall be considered part of the tabulation process, but shall not be considered members of Oversight unless s/he already holds a position on Oversight. Tournament hosts shall be responsible for managing efficient and orderly tournaments. Tournament host tasks shall include, but are not limited to:

- (a) Tournament day registration, including fee collection
- (b) Creation and distribution of chamber folders
- (c) Creation and/or distribution of all necessary tournament forms
- (d) Creation and distribution of individual team ballot envelopes
- (e) Knowledge of tournament rules and procedures.
- (f) Ordering and purchasing awards for ICDA Invitational Tournaments.

8.12 Not later than April 1 each year, the Board of Directors shall cause to be electronically mailed to the official representative of each general member school a letter requesting nominations for Oversight Committee Commissioners.

Member schools may nominate one official representative from a member school as a candidate for each available position. Nominations must be mailed electronically to the Secretary of the Board of Directors no later than April 15.

8.13 Elections for Commissioners will be conducted at each applicable Spring Coaches Meeting. The Board of Directors shall appoint a teller (third-party witness) to verify the vote count. Each member school in attendance will have one vote for each open Commissioner position. Each winning candidate must receive a simple majority of the votes cast. In the case a simple majority is not achieved, the candidate(s) who receive the lowest vote total will be dropped from consideration and voting will be repeated. In case of a tie vote for any position, the tellers shall determine the winner by lot.

8.14 Commissioners of the Oversight Committee shall be elected by the general membership for terms of one year and shall take office immediately upon the determination of their election. They shall serve until their successor is elected; until they cease to be an Association member; until they tender their resignation and it is accepted by the Board of Directors; or until they become a member of the Board of Directors.

8.15 In case of a vacancy, the President of the Association shall appoint an official representative of a member school to serve until the next regular election.

8.16 The Oversight Committee will meet at each Association tournament. Meetings may be called by the President of the Association and must be called by the Secretary upon written request of a majority of the members of the Oversight Committee.

## ARTICLE 9: MEETINGS OF THE ASSOCIATION

9.1 The time and place of the annual Fall and Spring Coaches meetings of the Association shall be determined by the Board of Directors.

9.2 Special meetings may be called by the President of the Association and must be called by the

Secretary upon written request of not less than twenty percent of the member schools.

- 9.3 The official representative of each member school or their designee shall represent each member school at all meetings of the Association and in all matters involving the relationships of the school with other schools under the rules of the Association.
- 9.4 Representatives of twenty percent of the general member schools shall constitute a quorum at any general membership meeting of the Association.

9.5 Commissioners of the Oversight Committee shall be elected by the general membership for terms of one year and shall take office immediately upon the determination of their election. They shall serve until their successor is elected; until they cease to be an Association member; until they tender their resignation and it is accepted by the Board of Directors; or until they become a member of the Board of Directors.

## ARTICLE 10: AMENDMENTS

- 10.1 Proposals to amend the Constitution and Tournament Rules shall be submitted in writing by the official representative of any member school prior to consideration by the Oversight Committee at a first meeting that deals with such proposals. All proposals shall be considered and reported on by the Oversight Committee in accordance with provisions in Section 8.9.
- 10.2 All proposals pertaining to the Constitution and Tournament Rules that have been recommended for final action by the Oversight Committee shall be voted on at either the Fall or Spring Coaches meeting. The President of the Association may call a special meeting of the Association for such votes when deemed necessary. A majority of the votes cast shall be required for passage of any proposal.

The Board of Directors shall appoint a teller, a general member who is not a member of either the Board of Directors or Oversight Committee to verify the vote count. These votes must be counted and announced within the same meeting in which the vote took place.

- 10.3 Each amendment of the Constitution and Tournament Rules shall become effective on July 1 of the year following its adoption; or on a date mutually agreed upon by the submitting member and the Oversight Committee.

## ARTICLE 11: DISSOLUTION

- 11.1 Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.