



## **ARTICLE II | PUBLIC – EXTERNAL RELATIONSHIPS**

**SERIES 2000**

This series of the Illinois ASBO Board Policies is intended to deal with the Association's external relations.

The policies contained herein deal with the mass media of communication, the public activities of the staff, the Association's legal activity, and its relationships with county, area, state, regional, and national organizations.

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\*No adopted policy at present writing.

## JOINT VENTURE &amp; SPONSORED PROGRAMS

Policy adopted: 03/05/2009

Policy reviewed: 04/07/2016

Policy amended: XX/XX/XXXX

Policy renumbered: XX/XX/XXXX

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This policy requires that the Illinois Association of School Business Officials (Illinois ASBO) evaluates its participation in joint venture and sponsored program arrangements under Federal tax law and take steps to safeguard the Association's exempt status with respect to such arrangements. It applies to any joint ownership or contractual arrangement through which there is an agreement to jointly undertake a specific business enterprise, investment, or exempt-purpose activity as further defined in this policy.

- A. **Joint ventures or similar arrangements with taxable entities.** For purposes of this policy, a joint venture or similar arrangement (or a "venture or arrangement") means any joint ownership or contractual arrangement through which there is an agreement to jointly undertake a specific business enterprise, investment, or exempt-purpose activity without regard to:
1. whether the Organization controls the venture or arrangement;
  2. the legal structure of the venture or arrangement; or
  3. whether the venture or arrangement is taxed as a partnership or as an association or corporation for federal income tax purposes. A venture or arrangement is disregarded if it meets both of the following conditions:
    - a. 95% or more of the venture's or arrangement's income for its tax year ending within the Organization's tax year is excluded from unrelated business income taxation including but not limited to:
      - (i) dividends, interest, and annuities;
      - (ii) royalties;
      - (iii) rent from real property and incidental related personal property except to the extent of debt-financing; and
      - (iv) gains or losses from the sale of property; and
    - b. the primary purpose of the Organization's contribution to, or investment or participation in, the venture or arrangement is the production of income or appreciation of property.
- B. **Safeguards to ensure exempt status protection.** The Association will:
1. negotiate in its transactions and arrangements with other members of the venture or arrangement such terms and safeguards adequate to ensure that the Association's exempt status is protected; and
  2. take steps to safeguard the Association's exempt status with respect to the venture or arrangement. Some examples of safeguards include:
    - a. control over the venture or arrangement sufficient to ensure that it furthers the exempt purpose of the Association;
    - b. requirements that the venture or arrangement gives priority to exempt purposes over maximizing profits for the other participants;
    - c. that the venture or arrangement not engage in activities that would jeopardize the Association's exemption; and
    - d. that all contracts entered into with the organization be on terms that are arm's length or more favorable to the Association.

## LEGISLATIVE ACTIVITIES | NEW LEGISLATION

Policy adopted: 09/16/1981

Policy reviewed: 04/07/2016

Policy amended: 05/06/2016

Policy renumbered: XX/XX/XXXX

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The Illinois Association of School Business Officials, having professional expertise and awareness of the need for on-going involvement in the legislative process will develop, through its Advocacy Board Committee, its Delegate Advisory Assembly, its Public Policy and Intergovernmental Relations Professional Development Committee and its employees with responsibilities for governmental relations; a pro-active strategy of involving its members and key local contacts so as to affect policy and legislative outcomes that best serve its member's, students, taxpayers, statewide membership and associated constituents.

## LEGISLATIVE ACTIVITIES | COMMUNICATION NETWORKS

Policy adopted: 09/16/1981

Policy reviewed: 04/07/2016

Policy amended: 05/06/2016

Policy renumbered: XX/XX/XXXX

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Communications is a key word to proper policy and legislative activities of the Association. The membership cannot be moved to take action without proper and timely communication on various issues.

In order to assure the possibility of timely communication and feedback, it is a policy of the Board to initiate a communication network through the Delegate Advisory Assembly by e-mail, or other mean, whenever in its judgment the Board or the Executive Director/CEO feels that such activities enhance the objectives of the Association.

Also, the Association's affiliation with Illinois Statewide School Management Alliance will ensure that the membership will be made aware of the key legislative issues. In addition, it is a policy of the Board of Directors to initiate a communication network with all members whenever in its judgment the Board or the Executive Director/CEO believes that such activities enhance the objectives of the Alliance.

Reference: Illinois ASBO Minutes  
January 17, 1980

## LEGISLATIVE ACTIVITIES | LEGISLATIVE CONSULTANTS

Policy adopted: 09/16/1981

Policy reviewed: 04/07/2016

Policy amended: 05/06/2016

Policy renumbered: XX/XX/XXXX

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It is the belief of the Illinois ASBO Board of Directors that the position of its membership must be communicated and explained to the General Assembly of the State of Illinois.

Monitoring legislation, keeping the membership informed and involved, assisting and sponsoring legislation, arranging for people to testify before committees, providing copies of legislation, and attending appropriate meetings are all needs of the Association that must be dealt with directly by the Association. Therefore, the Board of Directors shall establish positions which serve as governmental relations consultants and establish an annual budget, which shall include a salary and related expenses for the positions.

The Executive Director/CEO shall maintain an administrative regulation that sets forth more specific indicators, job responsibilities and governmental consultant agreements for such consultants. The regulation will require periodic reports to the Board of Directors by the Consultant.

LEGISLATIVE ACTIVITIES | STATE LEGISLATIVE ACTIVITIES

Policy adopted: 09/16/1981

Policy reviewed: 04/07/2016

Policy amended: 04/15/2010

Policy renumbered: XX/XX/XXXX

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The Association recognizes that it must work deliberately and resolutely with the General Assembly of the State of Illinois.

Towards that end, the Association will support new legislation to promote and maintain the high standards of education in the State of Illinois.

The Association will be a member of the Illinois Statewide School Management Alliance and maintain umbrella liaisons and participation with other interested organizations in the State of Illinois to obtain these goals.

The Association will initiate legislation, when it is deemed appropriate, to enhance the effective and efficient use of resources available for public and higher education in Illinois and also to expand the resources available to education.

Reference: Illinois ASBO Resolution Committee Report  
May 1978

RELATIONS WITH AGENCIES AND ORGANIZATIONS | MEMBERSHIPS OF THE EXECUTIVE DIRECTOR/CEO

Policy adopted: 09/16/1981

Policy amended: 05/04/1983

Policy reviewed: 04/07/2016

Policy renumbered: XX/XX/XXXX

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In order to maintain a proper atmosphere in the professional community and to keep the Association informed of the activities, efforts, and goals of other organizations, the Executive Director/CEO shall maintain memberships in various organizations so related.

The dues are to be paid by the Association and must be approved each year by the Board of Directors.

The Executive Director/CEO shall be responsible for an administrative regulation, which shall include a list of current organizations.



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RELATIONS WITH AGENCIES AND ORGANIZATIONS | ILLINOIS ASBO/NIU COMMUNICATIONS

Policy adopted: 09/16/1981  
Policy reviewed: 04/07/2016

Policy amended: 05/06/2016  
Policy renumbered: XX/XX/XXXX

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It is the desire of the Board and membership to maintain open, timely, and frequent communications with the appropriate staff of Northern Illinois University. The Association's relationship with NIU is of a special nature, and must be nurtured and promoted at every step.

The Executive Director/CEO shall be responsible for a program to accomplish this end.

Reference: Illinois ASBO Board of Directors' Minutes  
August 23, 1978

## ARTICLE II – PUBLIC/EXTERNAL RELATIONSHIPS

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RELATIONS WITH AGENCIES AND ORGANIZATIONS | ASBO INTERNATIONAL

Policy adopted: 09/16/1981

Policy reviewed: 04/07/2016

Policy amended: 09/29/1987

Policy renumbered: XX/XX/XXXX

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The members of the Illinois Association of School Business Officials unanimously support the nominations and election of outstanding members to serve on the Board of Directors and/or as Officers of the Association of School Business Officials International.

Reference: Resolutions Committee Report  
May 4, 1978

## ARTICLE II – PUBLIC/EXTERNAL RELATIONSHIPS

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RELATIONS WITH AGENCIES AND ORGANIZATIONS | VISITING ASBO DIGNITARIES

Policy adopted: 09/16/1981

Policy reviewed: 04/07/2016

Policy amended: 06/14/2013

Policy renumbered: XX/XX/XXXX

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ASBO International Candidates and their affiliate Executive Director or designee shall be invited to attend the Annual Conference of this Association and shall be provided with waived registration fees, regularly scheduled luncheons and/or dinners, and housing.

ASBO affiliates requesting to attend the Annual Conference shall be provided with waived registration fees, regularly scheduled luncheons and/or dinners, and housing for two attendees per affiliate. Additional attendees from same affiliate will be required to pay.

Visiting ASBO dignitaries will be invited to participate in the annual Foundation golf outing and all green fees and meal charges will be waived.

## RELATIONS WITH AGENCIES AND ORGANIZATIONS | VISITING ASBO DIGNITARIES

Policy adopted: 09/08/1982

Policy reviewed: 04/07/2016

Policy amended: 05/06/2016

Policy renumbered: 05/06/2016

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On an annual basis, ASBO International publishes a schedule of visitations of ASBO International directors and officers and/or the ASBO International Executive Director to affiliate annual conferences. The Association may pay the expenses of the visiting ASBO International designees, and spouses, for housing and meals, and waive the registration fees for the Conference.

RELATIONS WITH AGENCIES AND ORGANIZATIONS | ASBO INTERNATIONAL | ENDORSEMENT OF ASBO AFFILIATE CANDIDATES

Policy adopted: 06/21/2001

Policy amended: 06/14/2013

Policy reviewed: 04/07/2016

Policy renumbered: 05/06/2016

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The Illinois Association of School Business Officials is regularly solicited to support a particular candidate for election to the Board of Directors of ASBO International. It shall be the policy of the Association to distribute candidate information to members, invite candidates to attend the Annual Conference and offer an opportunity for candidates to introduce themselves to the membership at the Annual Conference. However, the Association will not make an official endorsement of one candidate over another.

## ARTICLE II – PUBLIC/EXTERNAL RELATIONSHIPS

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RELATIONS WITH AGENCIES AND ORGANIZATIONS | ILLINOIS ASBO/ISBE AGREEMENT

Policy adopted: 11/20/2003

Policy reviewed: 04/07/2016

Policy amended: XX/XX/XXXX

Policy renumbered: XX/XX/XXXX

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To promote and maintain the high standards of education in the State of Illinois, the Association recognizes the importance of a reciprocal relationship between itself and the Illinois State Board of Education (ISBE).

## RELATIONS WITH AGENCIES AND ORGANIZATIONS | ILLINOIS ASBO/IASA/IASB NOVEMBER CONFERENCE

Policy adopted: 09/16/1981

Policy reviewed: 04/07/2016

Policy amended: 05/06/2016

Policy renumbered: XX/XX/XXXX

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In order to facilitate the professionalism of the membership, and the communications between the Illinois Association of School Business Officials (Illinois ASBO), the Illinois Association of School Administrators (IASA), and the Illinois Association of School Boards (IASB), it shall be the policy of this organization to participate fully in the IASB, Illinois ASBO, IASA statewide November Joint Conference.

The Board of Directors further believes that this participation will provide opportunities for Board of Education members and school administrators to view and partake in some of the benefits of membership in Illinois ASBO.

To further facilitate the professionalism of its membership, it shall also be the policy of the Association to provide opportunities for members to make presentations, participate in the exhibits, and provide hospitality. From time to time other activities will be provided.

The Association will provide pre-conference opportunities to build and upgrade the skills of those who attend.

## RELATIONS WITH AGENCIES AND ORGANIZATIONS | ASSOCIATION-PRIVATE SECTOR PARTNERSHIPS

Policy adopted: 04/07/1992

Policy reviewed: 04/07/2016

Policy amended: 05/06/2016

Policy renumbered: XX/XX/XXXX

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The Illinois Association of School Business Officials recognizes that mutual self-interests exist between itself and the private sector in terms of the mission of the Association, its goals, objectives and membership services. Since the interests and needs of the Association and its membership can appropriately overlap with the needs and interests of the private sector, the Board will promote, explore and consider partnership arrangements that, from time to time, are presented to it. The Executive Director/CEO shall develop appropriate regulations that guide development of any such partnership.

All partnerships require communication to and eventual approval of the Board of Directors. The Executive Director/CEO may initiate partnerships on a trial basis for a period defined in the program proposal. After the trial period, the Board of Directors will be asked to take action for the continuation of the partnership.

The Executive Director/CEO and the Board of Directors will consider partnerships based on the following criteria:

1. The partnership proposed is consistent with the purposes of the Association or a 501(c)3 organization.
2. The proposed partnership is consistent with the Mission of the Association.
3. The proposed partnership will provide a service to the member and/or the members employing agency not currently available in the form proposed.
4. The proposed partnership will provide a service that has the potential to be better than currently available.
5. The proposed partnership will provide a service that could be less expensive than currently available.