

Title I Committee of Practitioners

Bylaws

Background: No Child Left Behind (NCLB) Act (PL107-110, Section 1903 (b), 20 USC 6573) – Committee of Practitioners

- (1) IN GENERAL – Each State educational agency (SEA) that receives funds under this title shall create a State Committee of Practitioners (COP) to advise the State in carrying out its responsibilities under this title.

- (2) MEMBERSHIP – Each such committee shall include –
 - (A) As a majority of its members, representatives from local educational agencies (LEA);
 - (B) Administrators, including the administrators of programs described in other parts of this title;
 - (C) Teachers, including vocational educators;
 - (D) Parents;
 - (E) Members of local school boards;
 - (F) Representatives of private school children, and
 - (G) Pupil services personnel.

- (3) DUTIES – The duties of such committee shall include a review, before publication, of any proposal or final State rule or regulation pursuant to this title. In an emergency situation where such rule or regulation must be issued within a very limited time to assist LEAs with the operation of the program under this title, the SEA may issue a regulation without prior consultation, but shall immediately thereafter convene the Committee to review the emergency regulation before issuance in final form.

Purpose: The purpose of the Committee shall be to review and advise on any state rules, regulations or policies relating to Title I of the Elementary and Secondary Education Act in order to ensure conformity to the purposes of Title I.

Term of Office: The Director of Federal Programs makes recommendation on the new members to the Assistant Commissioner of Learning Services who will make the appointments. The size of the committee will be 25-30 members.

Members will be representative of the membership categories defined in NCLB Title I 1903 (b). Committee members will serve for terms of one, two and three years with one third of the membership expiring each year. Members will draw lots of one, two and three years.

Members will serve on the committee as long as they remain in the role in which they were selected for the committee or as long as they remain in a statutorily required representative role during the term. Vacated terms will be replaced with individuals from similar representative groups. Members may not designate an alternate to attend meetings in his or her place.

Frequency of Meetings: Regular meetings of the Committee will be conducted three times per year. Committee members may be consulted by e-mail and telephone if issues requiring committee advice arise between meetings.

Failure on the part of a COP member to attend any two consecutive meetings in a year without notifying either the Director of Federal Programs' Office or Assistant Commissioner's Office may result in removal from the committee.

Voting

Each member of the Committee shall have one vote. Actions by the committee shall be taken by a majority of the Committee present during a scheduled meeting. In order to constitute a quorum necessary for transacting business, the presence of the majority of the voting members will be needed. Vote by absentee ballot or proxy is not allowed.

Unless otherwise specified, "Robert's Rules of Order (revised)" shall govern the procedures of Committee meetings.

Travel, lodging and other expenses: Committee members shall be reimbursed for travel and per diem expenses upon submission of a Travel Reimbursement Form. Reimbursement will only be issued for approved expenses related to the Committee meetings and at the same rate as state employees.

Department of Education Role:

- Serve as Facilitator and liaison with the Committee (Assistant Commissioner, Title I Director and Program Coordinator)
- Facilitate involvement in review of SEA documents
- Arrange meetings
- Correspond with the membership

Limits of Authority

The COP has no power to enter into contracts of any nature or dispense public funds. In the absence of the State Commissioner of Education, no COP member shall be required to provide any sum of money, property or services other than the services described herein to the committee. The COP shall have no powers beyond those expressly set forth herein.