MISSION STATEMENT

The mission of the NCLB Consolidated Committee of Practitioners is to study and advise the Illinois State Board of Education on the implementation of programs under the Elementary and Secondary Education Act to ensure that high quality services are available for all the students especially those most in need.

BYLAWS

ARTICLE I

PURPOSE AND DUTIES

SECTION 1 - Review and provide consultation on the Illinois NCLB Consolidated State Plan and to support state of Illinois School Improvement efforts. CCOP members shall review and provide consultation on the Illinois NCLB Consolidated State plan. Members shall be advised of substantial revisions in the federal programs Title I, Title II, Title II Part D, Title III, Title IV, Title V, contained in the Illinois Consolidated State Plan.

SECTION 2 - Review rules and regulations that govern NCLB programs in Illinois

CCOP members shall review, before publication, any proposed or final state rule or regulation involving NCLB programs. In an emergency situation, where such rule or regulation must be issued within a limited time to assist local educational agencies with the operation of NCLB programs, the Illinois State Board of Education may issue a regulation without prior consultation, but shall immediately thereafter convene the CCOP to review and advice on the emergency regulation before final issuance.

SECTION 3 - The committee will remain current on issues relating to the reauthorization of the Elementary and Secondary Education Act, NCLB, and advise the Illinois State Board of Education on the development of policy, guidance, and direction to schools.

ARTICLE II

MEMBERSHIP AND VOTING PROVISIONS

SECTION 1 - Membership

The CCOP shall include representatives from the state’s educational community who are knowledgeable about these federal programs: Title I; Title II; Title II Part D; Title III; Title IV; and Title V. The CCOP membership shall have a minimum of 21 people and a maximum of 25 people, to be appointed by the Illinois State Board of Education.

CCOP representatives shall reflect the composition set forth in Section 1603(b) of the IASA 2001, which states that each state educational agency shall create a state committee of practitioners to advise the state in carrying out its responsibilities under this title. CCOP representatives must include administrators, teachers (including vocational educators), parents, members of local boards of education, representatives of private school children, and pupil services personnel. The majority of the QCOP must be representative of local educational agencies and must be knowledgeable about NCLB programs.

SECTION 2 - Voting

Each CCOP member shall be entitled to one vote.

SECTION 3 - Quorum

The presence in person or by proxy of a simple majority of the membership shall constitute a quorum.
SECTION 4 - Proxies

Votes may be cast in person or by proxy. All proxies shall be in writing and signed by the CCOP member entitled to vote.

Each proxy shall specifically set forth the name of the member voting by proxy, the name of the member authorized to vote the proxy for the CCOP member, and the date the proxy was given.

Any proxy shall be effective only for the specific meeting for which it was originally given.

In no event shall any proxy be valid for a period longer than 90 days after the date of the first meeting for which it was given.

If a proxy expressly provides, any proxy holder may appoint, in writing, a CCOP member to act in his/her place.

Every proxy shall be revocable at any time at the pleasure of the member executing it.

ARTICLE III

CCOP MEMBERS

SECTION 1 - Number, Term and Qualifications

The CCOP shall be composed of not less than 21 or more than 25 people. The term of each member's service shall extend until the next fiscal year and thereafter until a successor is selected. In order to provide a continuity of experience, members are expected to attend a minimum of 2 meetings per calendar year and members shall serve a four-year term. The selection shall take into consideration geographic and demographic properties of the populations served.

SECTION 2 - Removal of CCOP Members

A CCOP member shall be notified after an absence of two consecutive meetings without a proxy or reply submitted to the chairman and the Illinois State Board of Education and shall be recommended for removal from membership upon a letter from the Chairman of the CCOP to the Illinois State Board of Education.

SECTION 3 - CCOP Member Resignation

Any CCOP member may resign at any time by sending a written notice of such resignation to both the CCOP chairman and the Illinois State Board of Education. Unless otherwise specified, the resignation shall take effect immediately.

SECTION 4 - CCOP Vacancies

If a seat on the CCOP becomes vacant by reason of death, resignation, retirement, disqualification, removal, or otherwise, the Illinois State Board of Education shall appoint a successor, taking into consideration the affiliation, geographic representation, ethnicity and qualifications of the former member.

ARTICLE IV

OFFICERS

SECTION 1 - Elective Officers

The officers of the CCOP shall be the chairman, chairman-elect, and recording secretary. They shall be elected by the members of the CCOP.

A person may not hold more than one office concurrently.

SECTION 2 - Election

The officers of the CCOP designated in section 1 of this article shall be elected annually by the members of the
CCOP during the first meeting of the fiscal year. The chairman elect will become chairman the first meeting of the year following their election as chair-elect. The first year of operation of this committee, its membership will select a chairman and chairman-elect. Thereafter, only a chairman-elect will be chosen.

SECTION 3 - The Chairman

The chairman shall serve as the chief executive officer of the CCOP and shall preside at all meetings of the CCOP and perform such duties as may be required by the CCOP.

SECTION 4 - The Chairman-elect

The chairman-elect shall perform all duties of the chairman in his/her absence and such duties as may be required by the CCOP. The chairman-elect shall succeed to the position of chairman during the first meeting of the subsequent fiscal year.

SECTION 5 - Recording Secretary

The recording secretary shall attend all CCOP meetings, be responsible for documenting and reporting the minutes of the meeting with the assistance of ISBE staff, and perform such duties as may be required by the CCOP.

ARTICLE V
MEETINGS

SECTION 1 - Location

All meetings of the CCOP membership shall be held in Springfield, Illinois. The meeting place and time may be changed at the discretion of the Illinois State Board of Education and such changes shall be stated in the notice of the meeting.

SECTION 2 - Notice

It shall be the duty of the Illinois State Board of Education to send a notice of each meeting stating the time, place and purpose. The notices shall be sent 30 days before the meeting.

SECTION 3 - Meetings

a) Open Meetings

All meetings shall be open meetings in accordance with the Illinois Open Meetings Act, Illinois Revised Statutes, Ch. 102.

b) Regular Meetings

Regular meetings shall be held three times during the fiscal year - fall, winter and spring. Each meeting will be one to two days in duration.

c) Special Meeting

If necessary, special meetings of the CCOP shall be called by the Illinois State Board of Education or the chairman of the CCOP. Business transacted at all special meetings shall be confined to the purposes stated in the notice.

SECTION 4 - Minutes of the Meetings

The minutes of all CCOP meetings shall be maintained and available for review for a minimum of three years.

SECTION 5 - Order of Business

The suggested order of business at the CCOP meetings shall include, but not be limited to:
a) Call to order  
b) Calling of the roll, certifying proxies, determination of a quorum  
c) Approval of minutes  
d) Reports of officers  
e) ISBE reports  
f) Committee Reports  
g) Unfinished business  
h) New business  
i) Adjournment

ARTICLE VI

AMENDMENTS TO THE BYLAWS

Amendments to the bylaws shall be proposed and adopted in the following manner:

SECTION 1 - Notice

A copy of the proposed amendment(s) shall be included in the notice of any meeting at which the proposed amendment(s) is to be considered.

SECTION 2 - Adoption

An amendment(s) shall be adopted if it receives a three-fourths majority vote of the CCOP membership.

SECTION 3 - Inclusion

The amendment(s) shall become effective immediately upon approval.

SECTION 4 - Limitation

No amendment shall be approved that is in conflict with the rules and regulations set forth in the Federal Register.

SECTION 5 - Format

Proposals to amend existing bylaws shall contain the full text to be amended. New words shall be underlined and the words to be deleted shall be struck through. If the proposed change(s) is so extensive that this procedure would hinder rather than assist understanding, a notation must be inserted immediately preceding the proposed amendment saying, "Substantial rewording of the bylaw number...for present text."