



Illinois State Board of Education

James T. Meeks, Chairman
Tony Smith, Ph.D., State Superintendent

State of Illinois Computer Science Education Task Force Bylaws

ARTICLE I

Membership and Purpose:

Section 1-1. The members of the Computer Science Education Task Force (the “Task Force”) are appointed in accordance with Section 5 2-3.163 of the Illinois School Code (105 ILCS 5/2-3.163 new).

Section 1-2. Vacancies: Vacancies in office will be filled in accordance with the appointment authority outlined in law.

Section 1-3. Purpose: The purpose of this Task Force is to review computer science education and course choice. This review shall include analyzing the current state of computer science education in the state, including laws and best practices. The Task Force shall make recommendations on changes and improvements and provide best practices for computer science education focused on substantially increasing access to computer science education for youth. The Task Force shall make funding recommendations if additional funding is required to implement the recommended changes or improvements.

Section 1-4. The Task Force shall report its findings to the Governor and General Assembly no later than July 1, 2017, and, upon filing its report, the review committee is dissolved.

Section 1-5. Members shall serve until the report is delivered to the Governor and General Assembly.

Section 1-6. Absent Task Force members may be represented by designees, who may participate in Task Force meetings with all rights of the member for which they are serving as designee.

ARTICLE II

Meetings:

Section 2-1. Regular meetings shall be scheduled by the Task Force Chair, in collaboration with the State Board of Education (ISBE). It shall be the responsibility of ISBE to give notices of the location, date, and time of said regular meetings to each member of the Task Force at least 10 calendar days prior to each of the said meetings.

Section 2-2. Special meetings may be called by the Chair, in accordance with the Open Meetings Act. It shall be the responsibility of ISBE to give notices of the location, date, and time of said

special meetings to each member of the Task Force at least 10 calendar days prior to each of the said meetings.

Section 2-3. A meeting of the whole may be rescheduled by the Chair. A working group meeting may be rescheduled by the Chair of that working group.

Section 2-4. All Task Force meetings shall be open to the public unless a meeting or portion thereof qualifies for a closed session in accordance with the Open Meetings Act. Minutes of Task Force meetings shall be kept in accordance with the Open Meetings Act.

Section 2-5. The Chair shall prepare an agenda of business scheduled for deliberation prior to each meeting. The approval of minutes from the previous meeting and a public comment opportunity shall be included on each agenda.

ARTICLE III

Conducting Business:

Section 3-1. All business shall be conducted in a manner consistent with Robert's Rules of Order. A simple majority of the members of the Task Force shall constitute a quorum. Each Task Force member shall have one vote.

A vote of abstain or present, or a vote other than yea or nay, or a failure to vote will be counted for the purposes of determining if a quorum is present. A vote of abstain or present, or a vote other than yea or nay, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Task Force.

Section 3-2. It is the intent of the Task Force to reach consensus on decisions brought to it for action. In the event that goal cannot be attained, each Task Force member shall have one vote on a contested motion. A contested motion shall be passed by a majority vote of the members present, except as otherwise provided in these Bylaws. A member is present to conduct business if attending a meeting in person or via audio or video conference.

Section 3-3. Participation by Remote Means: While physical presence at Task Force meetings is preferred, a member may attend by audio means, if available. If a member wishes to attend by audio means, he or she must notify the individual designated for RSVPs at least 24 hours before the meeting unless advance notice is impractical. A member who attends by audio means, as provided in this Section, may participate in all aspects of the meeting(s), including voting on any item.

Section 3-4. The Chair shall preside at all Task Force meetings. In the absence of the Chair, the Task Force shall appoint by majority vote a presiding officer for that meeting.

Section 3-5. The presiding officers shall be responsible for conducting the meeting in accordance with the Bylaws and the agenda and may recognize non-member attendees who wish to comment during the meeting. Non-member attendees shall be afforded an opportunity at the end of each meeting to address the council.

Members of the public may comment at each meeting, subject to reasonable constraints. Participants are expected to follow these guidelines in accordance with the ISBE Computer Science Education Task Force Public Participation Guidelines:

1. Address the Task Force only at the appropriate time as indicated on the agenda and when recognized by the presiding officer.
2. Identify oneself and be brief. Ordinarily comments shall be limited to three to five minutes.
3. In the interest of time and in order to give all participants the opportunity to speak, the presiding officer may shorten the allowable time for each participant's remarks or disallow comments that repeat comments that have already been made.
4. Conduct oneself with respect and civility toward others.

ARTICLE IV

Committees:

Section 4-1. The Chair, with approval of the Task Force, may form standing committees or ad hoc committees.

Section 4-2. Task Force members will be asked to express their committee or workgroup preferences for consideration. The Chair shall appoint the membership of the committee or workgroup. The Chair of each committee or workgroup shall be appointed by the Chair of the Task Force. Each committee or workgroup may elect a Vice Chair. Persons who are not members of the Task Force may be appointed by the committee or workgroup Chair to serve as advisers to a committee or workgroup. The committee or workgroup Chair shall be available to report on committee or workgroup activities.

Section 4-3. Each committee or workgroup Chair shall promptly notify, through ISBE, all Task Force members of all dates, times, and locations for all regularly scheduled, rescheduled, or special meetings of the committee or workgroup.

Section 4-4. All committee or workgroup meetings shall be open to the public unless a meeting or portion thereof qualifies for a closed session in accordance with the Open Meetings Act. Minutes of committee meetings shall be kept in accordance with the Open Meetings Act.

Section 4-5. All committee or workgroup business shall be conducted in a manner consistent with Robert's Rules of Order.

Section 4-6. Each committee or workgroup member shall have one vote on a contested motion. Contested motions shall be passed by a majority vote of the members present. A member is present to conduct business if attending a meeting in person or by audio or video conference.

A vote of abstain or present, or a vote other than yea or nay, or a failure to vote will be counted for the purposes of determining if a quorum is present. A vote of abstain or present, or a vote other than yea or nay, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Task Force.

ARTICLE V

Bylaws:

Section 5-1. Adoption, alteration, or amendment of these Bylaws requires a two-thirds vote of the Task Force members present and voting at an official meeting that has been properly noticed as required by these Bylaws. Amendments shall be proposed only by members during a meeting of the Task Force and voted upon during the next subsequent meeting.