

COLORADO ESEA COMMITTEE OF PRACTITIONERS
BYLAWS

Effective November 12, 2020

These Bylaws are applicable within the authorization established by the Elementary and Secondary Education Act [§ 1903(b)] as amended by the Every Student Succeeds Act of 2015, and will be in force under subsequent re-authorizations of this Act unless specifically disbanded or deleted by statute.

NAME

- 1.1 The name is the Colorado ESEA State Committee of Practitioners (State CoP).

PURPOSE

- 2.1 The purpose of the committee is to advise the State Education Agency (SEA) on State regulations, the State plan and other State responsibilities related to the Elementary and Secondary Education Act.

MEMBERSHIP

- 3.1 Membership will include the following: as a majority of its members, representatives from local educational agencies; administrators, including the administrators of programs described in other parts of Title I such as delinquent institutions; teachers, including vocational educators; parents; members of local school boards; representatives of private school children; charter school personnel, and pupil services personnel. Each of the eight State-defined regions shall seek representation from at least one of the aforementioned required groups, one of whom shall be a Title I administrator. The Committee shall also seek representation from practitioners of Title II, Part A, Title III, Title IV, Part A, and Title V, Part B and Exceptional Student Services. SEA federal program staff members are ex-officio CoP members.
- 3.2 Terms of office will be an initial three years with the option to serve a second term of two years and option to serve additional years, in one or two year increments, after that if approved by membership. The Committee will vote on membership extensions during the final meeting of each school year.
- 3.3 When committee openings occur, nominees for membership shall be screened initially to fill any vacancies as identified in 3.1. Additional nominations will be considered by the Committee. Membership is approved by a majority vote of members.

- 3.4 Members unable to participate for half of the meetings scheduled for the year may have their membership revisited and possibly terminated, if warranted, by a majority vote of the committee.

MEETINGS OF THE MEMBERS

- 4.1 A minimum of four (4) meetings per year will be held, and others may be held if deemed necessary.
- 4.2 A simple majority of those members present will represent the voting members. Vote by proxy shall be permissible, and, when necessary, this may be conducted through email or phone.

POWERS AND DUTIES OF THE COMMITTEE OF PRACTITIONERS

- 5.1 Committee members will arrive at each meeting prepared to actively participate in the day's work.
- 5.2 The Committee will follow the guidelines of Parliamentary Procedure, to the extent practicable.
- 5.3 Meeting minutes and other relevant documents will be shared with the public via CDE's website.

POWERS AND DUTIES OF THE OFFICERS

- 6.1 The Committee of Practitioners will have two co-chairpersons. It is the responsibility of the co-chairpersons to convene meetings and develop the meeting agenda, in consultation with CDE staff. The co-chairs direct meetings and apply rules of order for discussion/recommendation purposes. A CDE staff member will record and distribute the meeting minutes to members.
- 6.2 The chairperson shall make the designation of the need for a vote proxy as deemed necessary.
- 6.3 Officers shall serve a 2-year term and be elected by a simple majority of members present at the meeting. Nominations shall be entertained by members.
- 6.4 The co-chairs serve as the primary communication link between CDE and committee members.

AD HOC WORK GROUPS

- 7.1 Work groups may be appointed by the chairperson to provide advice to the Committee of Practitioners and SEA officers on matters needing expertise beyond that of the CoP. They will be temporary in term.

REVISION OF BY-LAWS

8.1 Revisions shall occur when required by a change in federal law or policy, or at such time as a majority of the committee recommends it.