

**Ohio Committee of Practitioners Bylaws
January 2018**

Section 1. Name

The name of the committee shall be the Ohio Committee of Practitioners (Committee).

Section 2. Authority

Elementary and Secondary Education Act (ESEA) of 1965. ESEA was last reauthorized in December 2015 as the Every Student Succeeds Act (ESSA), Section 1603. (20 U.S.C. 6573)

Section 3. Makeup

The Committee shall consist of members (majority of members must be from Local Education Agencies (LEA)), consisting of:

- A. administrators, including the administrators of ESEA programs
- B. teachers from traditional public schools (and charter schools) and career and technical educators;
- C. principals and other school leaders;
- D. parents;
- E. members of local school boards;
- F. representatives of private school children;
- G. specialized instructional support personnel and paraprofessionals;
- H. representatives of authorized public chartering agencies; and
- I. charter school leaders

Section 4. Duties

The Committee's duties, as specified in 20 U.S.C. 6573(b)(3), includes providing consultation and advising the Ohio Department of Education (the Department) in the review of proposed or final state administrative rules regarding the administration and implementation of Title I of ESEA.

Section 5. Membership

- A. Members are selected through the Department's nomination process
- B. Members will serve a four-year term that shall initially be staggered in four and two-year terms as designated by the Department
- C. If a Member does not fulfill his/her four-year term, the vacancy will be filled through the Department's nomination process.
- D. A Member's seat shall be considered vacant and filled through the nomination process if that member misses three consecutive meetings.
- E. There shall be no fee required for membership.
- F. A Member may resign from Committee membership by giving written notice to the Department. The notice shall specify an effective date of

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resignation, and whenever possible, should be submitted 30 days prior to the effective date of resignation.

- G. Members shall not receive any financial reimbursement for their services.
- H. Members shall be reimbursed for necessary travel, meals, and overnight accommodations expenses at rates set by the Ohio Department of Administrative Services.¹
- I. Members shall disqualify themselves from participation in any discussion and/or vote in which a board member of his/her family has a financial interest (tangible gain) or a personal interest which would affect independence in judgment or action in the performance of the member's duties.
- J. Members may not speak on behalf of the Committee without express permission of the Committee and the Department.
- K. Members serve at the pleasure of the Department and may be removed by the Department at any time.

Section 6. Meetings

- A. The Committee shall meet on an as-need basis as determined by the Department.
- B. The time of the meetings and agenda shall be determined by the Department.
- C. The location of the meetings shall be determined by the Department.
- D. All meetings of the Committee shall be called, noticed, held, and conducted in accordance with Ohio Open Meetings Law.
- E. Members are expected to attend all regular meetings. If a member is not able to attend, prior notice is required. However, regardless of notice, the three-consecutive meeting rule under Section 5.D still applies.

Section 7. Officers

- A. The Department will select a Committee Chair. If the Chair is absent at any meeting, the Department shall select another member of the Committee to serve as the Chair for that meeting.
- B. The Chair shall:
 - 1. Lead and preside over all regular Committee meetings.
 - 2. Consult with the Department to determine times and agendas for meetings.
 - 3. Oversee the Committee's work.
 - 4. Serve as the spokesperson for the Committee.

¹ ODE is required to establish and operate the Committee under Title I. Sec 1004 (20 USC 6304) allows ODE to use a portion of the funds allotted to it under Title I to administer its Title I programs.