

CHARTER

TITLE I COMMITTEE OF PRACTITIONERS

Table of Contents

- 1.0 Purpose 2
- 2.0 Membership, Vacancy, and Appointment 2
 - 2.1 Officer Positions: 2
 - 2.2 General Membership 2
 - 2.3 General Member Appointment 3
 - 2.4 Officer Appointment 3
- 3.0 Chairpersons 3
 - 3.1 Chairperson 3
 - 3.2 Vice Chairperson 3
- 4.0 Other Officers..... 4
 - 4.1 Secretary 4
 - 4.2 Membership Officer 4
- 5.0 Activities, Duties, and Responsibilities 4
 - 5.1 The Title I Committee of Partitioners activities, duties, and responsibilities 4
 - 5.2 Standing Meetings of the Title 1 Committee of Practitioners 5
 - 5.3 Emergency Meetings Guidance 5
- 6.0 Delegation of Authority 5
 - 6.1 Providing Feedback 5
 - 6.2 Voting and Motions..... 6
- 7.0 Standard Committee Procedures..... 6
- 8.0 Formalities 7
 - 8.1 Authorization of the Title I Committee of Practitioners Charter: 7
 - 8.2 Authorization of the Representative for the Nevada Department of Education: 7
- 9.0 Addendum..... 8
 - A. Title I Committee of Practitioners Application for Appointment 9
 - B. Members of the Title I Committee of Practitioners..... 10

1.0 Purpose

In accordance with Elementary and Secondary Education Act (ESEA) Section 1603(b), this standing committee is organized to advise the State in carrying out its responsibilities under Title IA of the ESEA. The duties of this committee shall include a review, before publication, of any proposed or final State rule or regulation pursuant to Title IA of the ESEA.

NOTE: In an emergency situation where such rule or regulation must be issued within a very limited time to assist local educational agencies with the operation of the program under Title IA of the ESEA, the State educational agency, Nevada Department of Education (NDE), may issue a regulation without prior consultation but shall immediately thereafter convene the State committee of practitioners to review the emergency regulation before issuance in final form.

2.0 Membership, Vacancy, and Appointment

The Title I Committee of Practitioners is comprised of 4 Officer Positions and General Memberships as detailed below:

2.1 Officer Positions:

- Chairperson
- Vice Chairperson
- Secretary
- Membership Officer

2.2 General Membership

General membership shall consist of a 2/3 majority or greater membership from local educational agencies including at least one member representing each of the following:

- School district representatives
- Administrators
- Teachers
- Career and technical educators
- School leaders
- Parents
- Members of school boards
- Representative of private school children
- Representatives of charter agencies
- Charter school leaders
- Specialized instructional support personnel
- Paraprofessionals

2.3 General Member Appointment

1. Apply to membership chair:
 - A. Applications are submitted to committee for review/discussion.
 - B. Term length is 3 years from appointment
2. Parent Membership Qualifications:
 - A. Parents not affiliated with education
 - B. From across the State, including Charter School and Private School representation
 - C. Ensure and/or provide members with knowledge and information that support participation and awareness of the Title I program.

2.4 Officer Appointment

1. Apply to membership chair:
 - A. Applications are submitted to committee for review/discussion.
 - B. Term length is 2 years from appointment

NOTE: Every effort will be made to include representation that is reflective of the school communities through-out the State.

3.0 Chairpersons

The Title I Committee of Practitioners is comprised of a Chairperson and a Vice Chairperson. Other Officer positions include Secretary and Membership Officer. The duties and term length for each position is detailed below:

3.1 Chairperson

1. Voted on by the full committee
2. Term of appointment:
 - A. Two years from appointment
3. Duties include:
 - A. Facilitating and running the committee and presenting items for discussion or topics that are presented through the districts that need to be discussed by the committee

3.2 Vice Chairperson

1. Voted on by the full committee
2. Term of appointment:
 - A. Two years from appointment
3. Duties include in the absence of the chairperson:
 - A. Facilitating and running the committee and presenting items for discussion or topics that are presented through the districts that need to be discussed by the committee

4.0 Other Officers

4.1 Secretary

1. Voted on the by the full committee
2. Term of appointment:
 - A. Two years from appointment
3. Duties include:
 - A. Preparing the agenda
 - B. Sending the agenda to the committee
 - C. Taking meeting notes
 - D. Preparing meeting minutes

4.2 Membership Officer

1. Voted on by the full committee
2. Term of appointment:
 - A. Two years from date appointed
3. Duties include:
 - A. Maintaining membership records
 - B. Facilitating appointments.
 - C. Preparing and discussing membership related agenda items including resignations and appointments

5.0 Activities, Duties, and Responsibilities

5.1 The Title I Committee of Partitioners activities, duties, and responsibilities

- A. Review, before publication, any proposed or final state rule or regulation pursuant to Title I
- B. Provide advice to NDE pursuant to Title I
- C. Support the implementation of Title I programs across the state
- D. Review technical assistance documents, templates and other tools that support quality implementation of Title I programs in Nevada
- E. Provide a platform for committee members and stakeholders across the state to receive information on Title I rules and regulations from the Nevada Department of Education
- F. Provide a platform for committee members and other stakeholders across Nevada to receive information on peripheral programs/activities that impact Title I
- G. Provide committee members and other stakeholders across the state a platform to ask questions and provide feedback regarding:
 1. Title I rules
 2. Title I regulations
 3. Peripheral programs that impact Title I

H. Raise the awareness of Title I program across the State including:

1. Contribute to the Title I Newsletter

A. Reminder Section:

- Articles
- Agenda
- Items/meeting dates,
- Link to Title I CoP meetings and minutes on the Nevada Department of Education Committee of Partitioners webpage:
[Nevada Department of Education Boards and Committees Link](#)

2. Other awareness activities as defined to raise awareness of the Title I program across the state:

A. As recommended by the Committee of Practitioners with a 2/3 simple majority

5.2 Standing Meetings of the Title 1 Committee of Practitioners

1. The Title I Committee meets quarterly of each calendar year:

A. February, May, August, and November

5.3 Emergency Meetings Guidance

In an emergency situation, where such rule or regulation must be issued within a very limited time to assist local educational agencies with the operation of the program under Title IA of the ESEA, the State educational agency, Nevada Department of Education (NDE), may issue a regulation without prior consultation but shall immediately thereafter convene the State committee of practitioners to review the emergency regulation before issuance in final form.

6.0 Delegation of Authority

The Title I Committee of Practitioners advises the State in carrying out its responsibilities under Title IA of the ESEA.

6.1 Providing Feedback

The Title I Committee of Practitioners may provide feedback to the Nevada Department of Education to take under advisement by:

1. Individual members
2. Consensus opinion:

A. The Chair may ask for a consensus opinion of members, if needed, consisting of 3/4th of the member body.

6.2 Voting and Motions

1. All motions presented by the voting members must receive a 2nd by another voting member prior to taking action by vote on any motion
2. Unless stated herein, a simple 2/3 majority of the voting members (quorum) shall be present to make official decisions and to pass motions.

7.0 Standard Committee Procedures

The Title I Committee of Practitioners shall abide by the following procedures:

- A. Tentative Meeting agendas are established at least one month prior to each scheduled meeting and may be revised up to 48 hours prior
- B. Tentative Meeting agendas and resources are published on the NDE website at least one month prior to each meeting and may be revised up to 48 hours prior
- C. The committee meets four times per year, usually in the morning from 9:00 to 11:00 AM
- D. The Chair calls each meeting to order
- E. Attendance is taken at each meeting
- F. Minutes are taken at each meeting and reviewed at subsequent meetings, minutes including discussion, feedback, and request for additional information
- G. Minutes are published to the NDE website:
[Nevada Department of Education Boards and Committees Link](#) no later than one month after the meeting
- H. The committee provides feedback during meetings
- I. The committee may also establish sub-committees for specific projects/tasks:
 1. Sub-committees will establish formal timelines for completing work
 2. Sub-committees will provide information, artifacts, and recommendations for considerations to the full committee according to the established timeline
- J. Review and update of the Title I Committee of Practitioner Charter as needed.

8.0 Formalities

The Charter of the Title I Committee of Practitioners was adopted by the committee and faithfully executed on the (day) of (month) 2021, and signed by the Officers of the Committee of Practitioners and a representative of the Nevada Department of Education:

8.1 Authorization of the Title I Committee of Practitioners Charter:

_____/_____/2021
Valerie Dockery,
Chair, Title I Committee of Practitioners
Carson City School District,
Director of Grants and Special Projects

_____/_____/2021
Karen Holley,
Vice Chair, Title I Committee of Practitioners
Nye County School District,
Federal and State Programs Coordinator

_____/_____/2021
Sara Jorgensen,
Secretary, Title I Committee of Practitioners
Nevada Department of Education,
SPSCA Education Programs Professional

_____/_____/2021
Holli Else,
Membership Officer, Title I Committee of Practitioners
Storey and Lander County School District,
Grant Coordinator

8.2 Authorization of the Representative for the Nevada Department of Education:

_____/_____/2021
Gabby Lamarre
Nevada Department of Education,
Title I Programs Director and Federal Liaison

9.0 Addendum

- A. Title I Committee of Practitioners Application for Appointment, page 9
- B. Members of the Title I Committee of Practitioners, page 10

A. Title I Committee of Practitioners Application for Appointment

Addendum A

Title I Committee of Practitioners Application for Appointment

[insert document]

B. Members of the Title I Committee of Practitioners

Addendum B

Members of the Title I Committee of Practitioners

1. Teresa Stoddard, Nye County School District, School Board Member
2. Teresa Dastrup, Elko County School District, School Board Member and Parent
3. Brian Prewett, Washoe County School District, Title I Director
4. Greg Kramer, Clark County School District, Title 1 Director
5. Valerie Dockery, Carson City School District, Director of Grants and Special Projects
6. Karen Holley, Nye County School District, Federal and State Programs Coordinator
7. Holli Else, Storey and Lander County School District, Grant Coordinator
8. Karen Barreras, Diocese of Reno Catholic Schools, Superintendent
9. DeAnna Owens, Humboldt County School District, Pre-K Program Director
10. Mary Stach, Washoe County School District, Title I FACE Specialist
11. Candi Ruf, Carson City School District, District Curriculum Coordinator, CTE
12. Kelly-Jo Shebeck, Clark County School District, Coordinator, Title I HOPE
13. Annette Dawson Owens, Building Excellent Schools Fellow and Parent
14. Somer Rodgers, Clark County School District, Parent
15. Laura Tibbetts, Lincoln County School District, Caliente Elementary Paraprofessional
16. Renee Fairless, State Sponsored Charter School Authority Mater Academy, Principal
17. Rich Manes, Washoe County School District, Cannon Elementary, Principal
18. Sara Jorgensen, Nevada Department of Education, SPSCA Education Programs Professional
19. Gabby Lamarre, Nevada Department of Education, Title I Programs Director and Federal Liaison
20. Karl Wilson, Nevada Department of Education, Private School Ombudsman
21. Randi Hunewill, NDE, Assistant Director Career Readiness, Adult Learning & Education Options
22. Melanie Ward, Lincoln County School District, Title I Elementary Teacher
23. Mandy Grotting, Washoe County School District, 21st CCLC/Afterschool Program Facilitator
24. Kevin Roukey, Washoe County School District, Title I CTE Secondary Teache