The meeting was called to order at 9:00 a.m. by Chairman Larry McVey. Roll call was taken with a quorum established.

1. **Minutes** were presented by Chair McVey were approved by membership.

2. **Introduction** of CCOP, ISBE staff in attendance and Proxies.

3. **CCOP By-Laws:** Chair McVey began a review of **CCOP By-Laws** discussion of each Article:
   a. **Mission Statement** and **Article I Purpose and Duties**
      No change
   b. Review of **Article II Membership and Voting Provisions** Discussion:
      - Section 1 - Membership, Section 2 – Voting and Section 3 – Quorum: No changes
      - Section 4 – Proxies: Discussion:
      - Recommendation - 2 missed meetings without a proxy or contact with Cheryl Ivy member should be removed from the CCOP
• Representatives may be sent to attend meetings as CCOP is an Open Meeting anyone can attend
• Clarification that the CCOP member’s proxy indicates that the CCOP votes on the absent CCOP member’s behalf (see Section 4 and the proxy Form)
• Recommendation to change (additions in bold, old language strike through) Section 4 second sentence: “Each proxy shall specifically set forth the name of the person member voting by proxy, the name of the person member authorized to vote the proxy for the CCOP member, and the date the proxy was given.”
• Proposal for Bylaw language changes to be reviewed by ISBE legal
• Article VI Amendments to Bylaws Section 2 – Adoption states: An amendment(s) shall be adopted if it receives a three-fourths majority vote of the CCOP membership. Section 3 – Inclusion states: The amendment(s) shall become effective immediately upon approval. Section 4 – Limitation states: No amendment shall be approved that is in conflict with the rules and regulations set forth in the Federal register.
• Article III CCOP Members Section 1 – Number, Terms, Qualifications: Discussion
  • Clarify that obligations is expectation of 50% attendance
  • difficult to get away from the office especially for the usual June CCOP meeting
• Only 3 meetings are required see Article V Meetings Section 3 b) Regular Meetings “shall be held 3 times during the fiscal year – fall, winter and spring.”
• Recommendation to change (additions in bold) 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…
• Article V Meetings Section 1 – Location Discussion:
  • Meetings being held by conference calls and meetings between regularly scheduled meetings being held electronically.
  • Recommendation: use ISBE’s V-Tel Room for CCOP future meetings in 2011 with the exception of February meeting in Chicago.
  • ISBE V-Tel in Springfield and Chicago can accommodate 10 people per location with visitors in the presence of the group
CCOP meetings will be posted on an ISBE website for the possibility of greater attendance by the public.

4. **NCLB Conference, Chicago  February 8 – 10, 20011**
   - CCOP Meeting – Monday February 7, 2011 Noon to 5:00 PM
   - Cheryl will submit an RFP for CCOP Presentation at NCLB Conference Tuesday February 8th at 11 AM
   - Lynn Childs will review revise CCOP Powerpoint presentation
   - Suggestion: specific reference to “How” the CCOP represents and “What” has actually been presented by CCOP
   - Post on ISBE website: CCOP Agendas, Meeting Dates, Location and Minutes (after approval by the CCOP)
   - Bylaws will be posted pending approval at the February 7, 2011 CCOP meeting in Chicago.

5. **USDE Monitoring Report by Melina Wright**
   - Powerpoint attached

6. **Rising Star by Marcie Johnson**
   - Powerpoint attached
   - Non Rising Star Districts can access wiseways by going to the Center on Innovation and Improvement – centerii.org – find IL Indicators and wiseway review

7. **Title I/Reauthorization by Dr. Richard Long**
   - Powerpoint attached

8. **New Business**
   - **Next Meeting** – February 8, 2011 Chicago, IL – day before NCLB Conference – Noon to 5:00 PM
   - **Agenda**
     Action on Bylaws as set forth in Article VI Amendments to Bylaws
     ISBE Updates
     SIG Update
     Early Childhood Staffing/ELL
     CCOP Membership Vacancies
   Shirley Fowlkes moved to adjourn, Daryl Morrison seconded – membership approved.

Respectfully Submitted by Ava Harston, Secretary