



CSPD COUNCIL BY-LAWS

THIS SECTION OUTLINES THE OPERATING PROCEDURES FOR THE MONTANA CSPD COUNCIL.

“START WHERE YOU ARE. USE
WHAT YOU HAVE. DO WHAT
YOU CAN.”

-ARTHUR ASHE

MONTANA OFFICE OF PUBLIC INSTRUCTION
MONTANA COMPREHENSIVE SYSTEM OF PERSONNEL
DEVELOPMENT (CSPD)
COUNCIL BYLAWS (REVISED 2014)

Article I

The name of the Council shall be the **Montana Council for Comprehensive System of Personnel Development (CSPD)**. The Council was established in 1993. The State CSPD Council is a project of the Montana Office of Public Instruction (OPI), Special Education Office.

Article II

Purpose

The purpose of this Council shall be to implement the personnel development provisions of the Individuals with Disabilities Education Act (IDEA) and Montana special education administrative rules as outlined in the mission statement that follows.

Vision Statement

Montana CSPD is a unified personnel development system that ensures **quality outcomes** for **ALL** children and youth.

The Montana CSPD Council will coordinate evaluation, review, and recommend action for all aspects of preservice, technical assistance, training, inservice education, and information dissemination offered to Montana's educators, related service personnel, families, and other team members responsible for implementing the IDEA.

Article III

Membership

Section 1. The membership of this Council shall be limited to those individuals and agencies whose purpose is to further preservice and inservice education for Montana's educators, administrators, and related service personnel, as outlined in IDEA.

Section 2. It is recommended, but not required, that the membership be made up of representatives from the following entities or groups:

A. Universities/Colleges

Montana State University–Bozeman
Montana State University–Billings
University of Montana–Missoula
University of Montana Western
Montana State University Northern

Rocky Mountain College
Carroll College
Great Falls College MSU
Tribal Colleges

B. Office of Public Instruction

OPI staff
Montana OPI Title One

C. CSPD Stakeholders

CSPD Regional Chairpersons and Coordinators
Parents
Parents Let's Unite for Kids (PLUK)
Paraprofessionals
Public Head Start
Special Education Representation
General Education Representation

D. Agencies and Associations

- Vocational Rehabilitation
- Montana Council of Administrators of Special Education
- School Administrators of Montana
- Montana Association of School Psychologists
- Montana Speech and Hearing Association
- Montana Occupational Therapy Association
- Montana Physical Therapy Association
- Montana Association of Health, Physical Education, Recreation, and Dance
- Montana Education Association/Montana Federation of Teachers (MEA/MFT)
- Residential Psychiatric Services
- Montana Council for Exceptional Children
- Developmental Disabilities Council
- Developmental Disabilities Division
- Montana Association for the Education of Young Children
- Early Childhood Partnership for Professional Development (ECPPD)
- Association of Gifted and Talented Educators
- Rural Institute on Disabilities
- Technical Assistance for Excellence in Special Education (TAESE)
- Montana Center for Inclusive Education
- Montana School for Deaf and Blind
- Indian Education for All (IEFA)
- Montana Department of Public Health and Human Services – Mental Health (DPHHS)
- Children's Mental Health Bureau
- Student Representative

Section 3. Nominations – Where applicable, the Chief Executive Officer of each of the above agencies or entities will be asked to appoint an institutional representative and forward the name to the Montana Superintendent of the OPI to be considered for membership. In the event where no formal organization exists, any adult resident of Montana shall be eligible for membership, provided that such resident be proposed by an existing Council member to the Executive Committee of the Council.

Section 4. Appointments – The name of the approved candidate for membership shall then be forwarded to the Montana Superintendent of the OPI, who shall then make the official nomination to the Council.

Section 5. Tenure – The term of membership shall be determined by stakeholder organizations.

Article IV

Officers

Section 1. The officers of the Council shall be a Chairperson, a Chair-Elect, and a Secretary. These three, along with the OPI CSPD Coordinator and the past Chair of the Council, shall constitute the Executive Committee.

Section 2. At the regular spring meeting, members nominate and elect new Council officers.

Section 3. Officers shall be elected through the nomination and vote of the full Council to serve a term of two years, or until their successors are elected. Their term of office shall commence at the beginning of the fall meeting.

Section 4. No member shall hold more than one office at a time, and no member shall be eligible to serve more than two consecutive terms in office.

Section 5. In the event of a vacancy, the Chair shall appoint a successor(s).

Article V

Meetings

Unless otherwise ordered by the Chairperson, regular meetings of the Council shall be held in October, January, and May on dates determined by the Council. There will be an Annual CSPD Partnership meeting held in May of each year. Special meetings of the Council may be called by the Executive Committee and shall be called by written request of three members of the Council.

Article VI

Relationship to the Special Education Advisory Panel – Part B and Montana Milestones – Part C

To foster effective communication and coordination of efforts between the Council, the Special Education Advisory Panel, and the ICC, the following objectives will be implemented:

1. The minutes of each meeting will be provided to the Chairperson of the Special Education Advisory Panel and the Interagency Coordinating Council;

2. The Chairperson of this Council, along with the Chairperson of the Advisory Panel/Montana Milestones, may elect to form ad hoc committees consisting of members of both Councils in order to address mutual concerns.

Article VII

Committee Structure

The Council, as a whole, will take action to address current issues in education across Montana. To do so, the Council may create an ad hoc committee to investigate and develop action steps on topics relevant to the education of children with disabilities.

As such, an ad hoc committee will develop specific goals and objectives and remain in effect until its task is complete. It may draw its membership from current Council members, as well as other individuals whose expertise may enhance the functioning of the committee. These ad hoc committees will be central to the implementation of the Council's Strategic Action Plan, and will provide a report to the full Council at each of the regular meetings.

What follows is a list of current ad hoc committees or task forces that could be active under the direction of the CSPD Council.

Paraprofessional Consortium: created to address the diverse needs of these essential team members in the delivery of services to children with disabilities. The Consortium works to advance the training needs of Montana's paraprofessionals and advocates for their status in schools.

Montana Behavioral Initiative (MBI): a comprehensive professional development initiative that seeks to enhance the education of all children through school-wide Positive Behavior Intervention and Supports (PBIS) system changes, advocating best practices from current research to empower schools to locally identify and meet needs.

Higher Education (Teacher Training Programs) Consortium: composed of leaders in the field of general and special education teacher training programs across Montana. Their purpose is to interface the higher education system with the evolving needs in professional development in schools, and to enhance both preservice and inservice educational opportunities.

MCASE Recruitment and Retention Committee: charged with investigating and making recommendations to the OPI and local districts on strategies that will enhance efforts in recruitment and retention of qualified, quality professionals that serve children with disabilities in Montana.

Early Childhood Partnership for Professional Development (ECPPD): collaborates to enhance professional competencies of individuals who provide care and early education services for all young children and their families.

Article VIII

Parliamentary Authority

The rules contained in the current edition of

Robert's Rules of Order (newly revised) shall govern the Council in all cases in which they are applicable, and in which they are not inconsistent with these bylaws and any special rules of order the Council may adopt.

Article IX

Bylaw Amendments

These bylaws may be amended at any regular meeting of the Council by a two-thirds vote of the membership present.