CAMPUS-LEVEL COMMITTEE

A site-based decision-making team (SBDM) shall be established on each campus to assist the principal. The team shall meet as is mandated by statute for the purpose of implementing planning processes and site-based decision making in accordance with Board policy and administrative procedures and shall be co-chaired by the principal.

The team shall serve exclusively in an advisory role except that each campus team shall approve the portions of the campus educational improvement plan that address staff development needs.

CAMPUS PERFORMANCE OBJECTIVES

Each principal shall be responsible for the development of campus performance objectives. These objectives shall be formulated annually in accordance with a time line established by the District, shall support the District's educational goals and objectives, and shall be specific to the academic achievement of students served at the campus, including, but not limited to students in special populations, such as special education, bilingual, gifted and talented, at risk, and Title I. The Board shall review and approve campus performance objectives.

WAIVERS

The principal/teacher-director shall be responsible for ensuring that no campus-initiated decision violates rule, law, or policy, unless the campus has obtained a waiver.

Except as prohibited by law, a campus may apply to the Board for a waiver of a local policy. An application for a waiver must state the achievement objectives of the campus and the reasons for requesting the waiver. The application must include written comments from the site-based decision-making team.

COMMUNICATIONS

The principal or designee shall ensure that the site-based decision-making team obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Communications shall include, but not be limited to, the following:

1. Periodic meetings to gather input and provide information on the work of the team. Meetings shall be advertised in the District or campus publications;
2. Articles in District or campus publications regarding the work of the team;
3. Periodic reports on the work of the team that may be posted on campus bulletin boards; and
4. Agendas and minutes of team meetings.

COMPOSITION	The site-based decision-making team shall be composed of the principal/teacher-director and 13 other members who represent campus-based professional staff, parents, businesses, and the community. Two-thirds of the District and campus staff shall be classroom teachers. The remaining one-third shall be District- and campus-level professional staff. For the purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including but not limited to central office staff.
PARENTS	The site-based decision-making team shall include at least three parents of students currently enrolled within the District, elected by parents (with the election to be supervised by the predominant parent group). They shall be representative of the community's diversity. The principal shall, through a variety of channels, inform all parents of campus students about the team's duties and composition and solicit the names of volunteers to be placed on the ballot.
COMMUNITY MEMBERS	The site-based decision-making team shall include at least two community members selected by the principal/teacher-director and the elected representatives of the team. They shall be representative of the community's diversity. The principal shall use several methods of communication to ensure that community representatives are informed of the team and are provided the opportunity to participate. Community member representatives must reside in the District.
BUSINESS REPRESENTATIVES	The site-based decision-making team shall include at least two business representatives selected by the principal/teacher-director and the elected representatives of the team. They shall be representative of the community's diversity. The principal shall use several methods of communication to ensure that business representatives are informed of the team and are provided the opportunity to participate. Business representatives need not reside in nor operate businesses in the District.
CLASSROOM TEACHERS	Four classroom teachers shall be nominated and elected by classroom teachers with the election to be supervised by the principal and members of the SBDM team. A classroom teacher is one who is involved in direct instructional responsibilities at least four hours per day.
CAMPUS-BASED NONTEACHING PROFESSIONALS	One campus-based nonteaching professional shall be nominated and elected by nonteaching professionals assigned to that campus with the election to be supervised by the principal and members of the SBDM team.

DISTRICT-LEVEL PROFESSIONAL STAFF	One District-level professional staff member shall be nominated and elected by all professional staff assigned to that campus with the election to be supervised by the principal and members of the SBDM team. A District-level professional staff member is one who serves multiple campuses.
ELECTIONS	An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of representatives on the site-based decision-making team. Nominated employees shall give their consent to serve on the team before they are eligible for election. Nominations and elections shall be supervised by the principal and members of the SBDM team.
ADDITIONS	Additional members to the site-based decision-making team may be added by the 14 members of the core team in order to reflect the diversity of the community and the needs of the school.
TERM	Schools may choose to specify in their bylaws staggered terms for site-based decision-making team members. Those schools choosing to implement staggered terms must provide for the election of at least one teacher and one parent each year.
VACANCY	A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.
MEETINGS	The site-based decision-making team shall meet at the call of the principal with a minimum of eight meetings per year. The principal shall set the agenda for each meeting. All meetings shall be held outside the regular school day.
ORGANIZATION	Each site-based decision-making team shall develop and agree on an organizational structure, including bylaws and procedures, for addressing decisions in the areas of planning, budgeting, curriculum, staffing patterns, campus curriculum, and school organization, which include: 1. Establishing processes (such as quality circles, ad hoc committees, task forces, and/or subcommittees) to examine issues in depth, develop recommendations, and make decisions; 2. Establishing decision-making procedures and/or processes for reaching agreement; and 3. Establishing processes for submission of issues to the team for consideration and for communication with all members of the school community about the team's activities.