

PLANNING AND DECISION-MAKING PROCESS  
DISTRICT-LEVEL

BQA  
(LOCAL)

<b>District Excellence Committee</b>	In compliance with Education Code 11.251, the District Excellence Committee shall advise the Board or its designee in establishing and reviewing the District's educational goals, objectives, and major Districtwide classroom instructional programs identified by the Board or its designee. The committee shall serve exclusively in an advisory role except that the committee shall approve staff development of a Districtwide nature.
<b>Chairperson</b>	The committee shall elect its chairperson from among the committee's members. The Superintendent shall be the Board's designee and shall meet with the committee periodically.
<b>Meetings</b>	The chairperson of the committee shall set its agenda, and shall schedule at least four meetings per year; additional meetings may be held at the call of the chairperson.
<b>Duties of Committee</b>	The committee shall perform duties as described in BQA(LEGAL).
<b>Communications</b>	<p>The Superintendent or designee shall ensure that the District-level committee obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Methods of communication may include, but not be limited to:</p> <ol style="list-style-type: none"><li>1. Articles regarding the work of the committee in District and campus publications and on the District Web page.</li><li>2. Periodic reports on the work of the committee that may be posted on campus bulletin boards.</li></ol>
<b>Composition</b>	The committee shall be composed of members who shall represent campus-based professional staff, District-level professional staff, parents, businesses, and the community. At least two-thirds of the District and campus professional staff representatives shall be classroom teachers. The remaining employee members of the committee shall be professional nonteaching District- and campus-level staff. For 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.
<b>Parents</b>	The committee shall include at least two parents of students enrolled in the District, and may include at least one parent from each campus in the District, selected in accordance with administrative procedures. The Superintendent shall, through various channels, inform all parents of District students about the committee's duties and composition, and shall solicit volunteers. [See BQA(LEGAL)]
<b>Community Members</b>	The committee shall include at least two community members selected by a process that provides for adequate representation of the community's diversity, in accordance with administrative proce-

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dures. The Superintendent shall use several methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate, and shall solicit volunteers. All community representatives must reside in the District.

**Business  
Representatives**

The committee shall include at least two business representatives, selected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures. The Superintendent shall use several methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate, and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.

**Professional Staff**

The committee shall include at least one classroom teacher representative from each campus, nominated and elected by classroom teachers assigned to each respective campus.

The committee shall include one campus-based nonteaching professional representative from each campus level, nominated and elected by the principals at each respective campus level.

The committee shall include one District-level professional, nominated and elected by the Superintendent's leadership team.

**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 committee. [See also DGA]

The consent of each nominee shall be obtained before the person's name may appear on the ballot. Election of the committee shall be held in the fall of each school year at a time determined by the Board or its designee. Nomination and election shall be conducted in accordance with this policy and administrative regulations.

**Terms**

Representatives shall serve staggered two-year terms and shall be limited to two consecutive terms on the committee.

**Vacancy**

If a vacancy occurs among the representatives, nominations shall be solicited and an election held or selection made for the unexpired term in the same manner as for the annual election.

**Other Advisory  
Groups**

The existence of the District-level committee shall not affect the authority of the Board or its designee to appoint or establish other advisory groups or task forces to assist it in matters pertaining to District instruction.