

PLANNING AND DECISION-MAKING PROCESS  
DISTRICT-LEVEL

BQA  
(LOCAL)

<b>District / Campus Committee</b>	In compliance with Education Code 11.251, the District/campus 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.
<b>Chairperson</b>	The Superintendent shall be the Board's designee and the chairperson of the committee shall be elected from among its members.
<b>Meetings</b>	The chairperson of the committee shall set its agenda, and shall schedule at least two meetings per year or at the call of the chairperson. All committee meetings shall be held outside of the regular school day.
<b>Duties of Committee</b>	The committee shall perform duties as described in BQA(LEGAL).
<b>Composition</b>	The committee shall be composed of members who shall represent professional staff, parents, businesses, and the community. At least two-thirds of the professional staff shall be classroom teachers. The remaining members shall be professional nonteaching staff.
<b>Community Input</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. Communications shall include, but not be limited to the following:</p> <ol style="list-style-type: none"><li>1. Periodic meetings to gather input and provide information on the work of the committee. These meetings shall be advertised in District publications and through the media.</li><li>2. Articles in in-house publications regarding work of the committee.</li><li>3. Periodic reports to the principals on the work of the committee that may be posted on campus bulletin boards.</li></ol>
<b>Parents</b>	The committee shall include two parents of students currently enrolled within 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 two community members 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

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volunteers. All community member representatives must reside in the District.

**Business  
Representatives**

The committee shall include two businesspeople 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 member representatives need not reside in nor operate businesses in the District.

**Professional Staff**

The committee shall include professional staff representatives, as follows:

One classroom teachers from the District's special programs (e.g., compensatory education, special education, bilingual education, and gifted and talented education).

Two regular program elementary classroom teachers.

Two regular program secondary classroom teachers.

Each representative shall be nominated by and elected from the representative grouping.

**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 three-year terms.

**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 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.

**Performance  
Objectives**

Performance objectives shall be formulated annually in accordance with a schedule established by the District, shall support the District's educational goals and objectives, and shall be specific to the

academic achievement of students served. The Board shall review and approve performance objectives.

**Waivers**

District leadership shall ensure that no campus-initiated decision violates rule, law, or policy, unless a waiver has been obtained by the committee [see BQA(LEGAL) and BF].

Except as prohibited by law [see BF], the Board may grant a waiver of a local policy. An application for a waiver must state the achievement objectives and the reasons for requesting the waiver.