

PLANNING AND DECISION-MAKING PROCESS  
DISTRICT-LEVEL

BQA  
(LOCAL)

<b>District / Campus Site-Based Committee</b>	In compliance with Education Code 11.251, the District/Campus Site-Based Committee shall advise the Board or its designee in establishing and reviewing the District's educational goals, objectives, and major District-wide 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>	As the only certified professional employee at the District level, the Superintendent shall be the Board's designee, serve as the District-level representative, and be chairperson of the committee.
<b>Meetings</b>	The chairperson of the committee shall set its agenda and shall schedule at least two meetings per year; additional meetings may be held at the call of the chairperson.
<b>Communications</b>	<p>The Superintendent or designee shall ensure that the 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 are not limited to:</p> <ol style="list-style-type: none"><li>1. Articles regarding the work of the committee in District publications and on the District's website.</li><li>2. News releases to the local media regarding the work of the committee.</li></ol>
<b>Composition</b>	The committee shall be composed of members who shall represent employees, parents, businesses, and the community.
Staff	The committee shall include all District employees, including all classroom teachers, as well as all nonteaching employees.
Parents	The committee shall include at least two parents of students currently enrolled 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)]
Community Members	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 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. Community representatives must reside in the District.

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<b>Business Representatives</b>	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 area businesses 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.
<b>Terms</b>	Parent, community, and business representatives shall serve staggered two-year terms and shall not be limited as to the number of consecutive terms they may serve on the committee.
<b>Vacancy</b>	If a vacancy occurs among parent, community, or business representatives, nominations shall be solicited and selection made for the unexpired term in the same manner as for the annual (selection) election.
<b>Other Advisory Groups</b>	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.
<b>Performance Objectives</b>	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.
<b>Waivers</b>	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.