

PLANNING AND DECISION-MAKING PROCESS  
CAMPUS-LEVEL

BQB  
(LOCAL)

**Campus-Level  
Committee**

A campus-level committee shall be established on each campus to assist the principal. The committee shall meet for the purpose of implementing planning processes and site-based decision making in accordance with Board policy and administrative procedures and shall be chaired by the principal.

The committee shall serve exclusively in an advisory role except that each campus committee shall approve staff development of a campus nature.

**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 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 by the campus. The Board shall review and approve campus performance objectives.

**Waivers**

The principal shall be responsible for ensuring that no campus-initiated decision violates rule, law, or policy, unless the campus has obtained a waiver. [See BQB(LEGAL) and BF]

Except as prohibited by law [see BF], 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.

**Communications**

The principal or designee shall ensure that the campus-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 are not limited to, articles regarding the work of the committee in District or campus publications and on the District or campus website.

**Composition**

The committee shall be composed of members who shall represent District- and campus-based 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 representatives shall be professional non-teaching 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.

**Classroom  
Teachers**

Classroom teachers shall be nominated and elected by all professional staff assigned to that campus.

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Campus-Based Nonteaching Professionals	Campus-based nonteaching professionals shall be nominated and elected by all professional staff assigned to that campus.
District-Level Professionals	District-level professionals shall be nominated and elected by District-level professional staff.
Parents	The committee shall include at least two parents of students currently enrolled in the District, selected in accordance with administrative procedures. The principal shall, through various channels, inform all parents of campus students about the committee's duties and composition and shall solicit volunteers. [See BQB(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 principal 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.
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 principal 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>Elections</b>	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 the employee to the committee. [See DGA] Nominated employees shall give their consent to serve on the committee before they are eligible for election. Nominations and elections shall be conducted in accordance with this policy and administrative regulations.
<b>Terms</b>	Representatives shall be elected or selected annually and shall not be limited as to the number of consecutive terms they may serve on the committee.
<b>Vacancy</b>	A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.
<b>Meetings</b>	The committee shall meet at the call of the principal. The principal shall set the agenda for each meeting.