

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

District Leadership Council	In compliance with Education Code 11.251, the District Leadership Council (DLC) 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 council shall serve exclusively in an advisory role except that the council shall approve staff development of a Districtwide nature.
Chairperson	The Superintendent shall be the Board's designee and shall name the chairperson of the council from among the council's members. The Superintendent shall meet with the council periodically.
Meetings	The chairperson of the council shall set its agenda, and shall schedule at least four meetings per year; additional meetings may be held at the call of the chairperson.
Duties of Council	The council shall perform duties as described in BQA(LEGAL).
Composition	The council 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 shall be classroom teachers. The remaining professionals shall be 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.
Communication	The Superintendent or designee shall ensure that the DLC obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Methods of communication shall include, but not be limited to periodic reports to the principals on the work of the council that may be posted on campus bulletin boards.
Parents	The council shall include seven 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 council's duties and composition, and shall solicit volunteers. [See BQA(LEGAL)]
Community Members	The council 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 council and are provided the opportunity to participate, and shall solicit volunteers. All community member representatives must reside in the District.

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**Business
Representatives**

The council 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 council and are provided the opportunity to participate, and shall solicit volunteers. Business member representatives need not reside in nor operate businesses in the District.

Students

The council shall include four students, one from each high school grade. The sophomore, junior, and senior members shall be selected by the high school campus leadership council (CLC), and the freshman member shall be selected by the middle school CLC.

Board Member

The Board shall elect one of its members to serve on the council.

Professional Staff

The campus-level members shall consist of eleven classroom teachers and three nonteaching campus-based professional employees.

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

The District-level membership shall consist of District-level nonteaching professional members who shall be nominated by and elected from the District- and campus-level nonteaching professional staff.

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 council. [See also DGA]

The consent of each nominee shall be obtained before the person's name may appear on the ballot. Election of the council 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 permitted to serve unlimited consecutive terms on the council.

Vacancy

If a vacancy occurs among the campus representatives, the campus-based chair shall fill the unexpired term by appointment. All other vacancies shall be filled for the remainder of the term by election or selection as appropriate for the category.

**Other Advisory
Groups**

The existence of the District Leadership Council 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.

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Ad-hoc committees shall be established through volunteers when needed. Standing committees shall be established only if necessary.