

**District-Level
Committee**

In compliance with Education Code 11.251, the District-Level 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.

Chairperson

The chairperson for the committee shall be determined by election within the committee. The chairperson shall be primarily responsible for compiling the agenda, conducting the meeting, and assigning reporting responsibilities.

Meetings

The schedule of the meetings shall be determined by the committee. The meeting time and place shall be posted on bulletin boards on each campus to allow for input and agenda items from all the staff. All meetings shall be held outside the regular school day.

Duties of Committee

The committee shall perform duties as described in BQA(LEGAL).

Composition

Two-thirds of the elected committee members shall be classroom teachers under contract with the District. The remaining elected representatives shall be other campus-based professional staff and one classroom teacher of a special program. The principal from each campus, the Superintendent, the athletic director, and one Board member shall serve in advisory positions with the elected committee.

Appointed members to the committee shall include parents, community members, business representatives, two high school students, and one auxiliary staff member.

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.

Community Input

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 shall include, but not be limited to:

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.
2. Articles in in-house publications regarding work of the committee.
3. Periodic reports to the principals on the work of the committee that may be posted on campus bulletin boards.

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

Parents	The committee shall include three 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)]
Community Members	The committee shall include at least one community member 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. All community member representatives must reside in the District.
Business Representatives	The committee shall include at least one business person, 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 elected committee shall consist of at least two classroom teachers from each campus. Three elected representatives shall be elected from other campus-based professional staff or classroom teachers to fill at-large positions. At least one classroom teacher of a special program shall also be elected. Campus-level representatives shall be voted on by campus professionals. At-large and special program members shall be voted on by professional staff members at all campuses.
Elections	The election of the committee shall be held in the first month of each school year. Dates for the voluntary candidate registration and election shall be reported by the Superintendent during staff development prior to the beginning of the school year. Candidate registration and election shall be conducted in accordance with this policy and administrative regulations. The voluntary registration of each candidate shall serve as consent of each nominee prior to the election.
Terms	Representatives shall serve staggered three-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.