

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

District Planning and Decision-Making Team	In compliance with Education Code 11.251, the District Planning and Decision-Making Team (District team) 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 District team shall serve exclusively in an advisory role except that the District team shall approve staff development of a Districtwide nature.
Chairperson	The assistant superintendent for instruction shall serve as the Board's designee and shall serve as chairperson of the District team.
Meetings	The chairperson of the District team shall set its agenda and shall schedule at least two meetings per year or at the call of the chairperson.
Composition	The District team shall be composed of members who shall represent campus-based professional staff, District-level professional staff, parents, and business and community representatives. Two-thirds of the District and campus professional staff shall be classroom teachers. The remaining members shall be professional non-teaching District- and campus-level staff.
Communication	The chairperson shall ensure that the District team obtains community, parent, and staff input and provides information to those persons on a systematic basis. Communications shall include, but not be limited to, periodic reports to the principals and faculty on the work of the District team that may be posted on campus bulletin boards.
Parents	The District team shall include one parent from each campus team who is a parent of a student currently enrolled within the District, who has volunteered to serve in this capacity, and who has been selected in accordance with procedures stated in BQB(LOCAL). The chairperson of the District team shall, through various channels, inform all parents of District students about the District team's duties and composition and shall solicit volunteers. [See BQA(LEGAL)]
Community Members	The District team 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 District team and are provided the opportunity to participate and shall solicit volunteers. All community member representatives must reside in the District.

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

**Business
Representatives**

The District team shall include 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 community residents are informed of the District team and are provided the opportunity to participate and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.

Elections

Two teachers from each campus team shall represent their campus on the District team. Teacher representatives to the District team shall be nominated and elected by the campus planning and decision-making teams (campus teams) from each campus.

At least one District-level professional staff member, other than the Superintendent, shall be elected by the District-level professional staff.

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 District team. [See also DGA]

Terms

Teachers and professional nonteaching representatives shall serve two-year staggered terms. Terms for parents and business/community representatives will be one year, but they may serve additional one-year terms.

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 the annual election.