# PLANNING AND DECISION-MAKING PROCESS DISTRICT-LEVEL

BQA (LOCAL)

DISTRICT EDUCATION IMPROVEMENT COUNCIL

In compliance with Education Code 11.251, the District Education Improvement Council 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 committee from among the committee's members. The Superintendent shall meet with the committee periodically.

**MEETINGS** 

The chairperson of the council shall set its agenda, and shall schedule at least six meetings per year; additional meetings may be held at the call of the chairperson. All council meetings shall be held outside of the regular school day.

**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 one-third shall be professional 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.

**COMMUNITY INPUT** 

The Superintendent or designee shall ensure that the District-level council 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 two 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

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provided the opportunity to participate, and shall solicit volunteers. All community member representatives must reside in the District.

### 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.

## PROFESSIONAL STAFF

The campus-level members shall consist of:

Four regular or special program elementary classroom teachers, one from each campus.

Three regular or special program secondary classroom teachers, one from each campus.

Three nonteaching campus-based professional employees, one from each of the largest three campuses.

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

The District-level membership shall consist of a District-level nonteaching professional member who shall be nominated by and elected from the District-level 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 not be permitted to serve consecutive terms on the council. After the initial election or selection, representatives shall draw lots, within each representative category, to determine the length of initial terms.

#### 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.

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OTHER ADVISORY GROUPS

The existence of the District-level 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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