

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

DISTRICT EDUCATIONAL IMPROVEMENT COMMITTEE	In compliance with Education Code 11.251, the District educational improvement 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. The Board or its designee shall meet periodically with the committee to review the committee's deliberations.
CHAIRPERSON	The Superintendent or designee shall serve as chairperson of the committee. The chairperson shall appoint a steering committee from the committee's members to assist in the preparation of the agenda. Proposed items shall be sent to the committee's chairperson at the administration building.
MEETINGS	The chairperson of the committee shall set its agenda, and shall schedule at least four meetings per year. Committee meetings shall be held outside of the regular school day and shall be advertised to the public.
DUTIES OF COMMITTEE	In addition to the statutorily mandated duties at BQA(LEGAL), the committee shall consider any other task presented by the Superintendent or designee.
COMPOSITION	The committee shall be composed of 28 voting 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 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.
COMMUNITY INPUT	<p>The Superintendent or designee shall ensure that the District-level committee obtains broad-based community, parent, and staff input. The committee, in conjunction with District employees not serving on the committee, shall be responsible for providing information in a systematic manner to the District communications department, which shall use appropriate resources to provide information to the community. Communications shall include, but not be limited to, the following:</p> <ol style="list-style-type: none">1. Periodic public meetings, as needed, to gather input and provide information to the community on the work of the committee. These meetings shall be advertised in District publications and through the media.

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DISTRICT-LEVEL

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2. Articles in District publications regarding work of the committee.
- ~~3. Regular news releases to the media in the District regarding the work of the committee, and/or information on local educational access cable channel(s).~~
- ~~4. Periodic reports to the principals about the work of the committee; the reports may be posted on campus bulletin boards.~~

PARENTS

The campus-level committee of each school shall nominate one parent (not necessarily a member of the campus-level committee) for membership on the District-level committee. Resumes and/or support information shall be provided to the existing District-level committee, which shall elect 11 of the nominees to serve on the committee. The election of parents shall be conducted according to the following criteria:

1. Three parents of students in prekindergarten through grade 4 shall be elected.
2. Two parents of students in grades 5-6 shall be elected.
3. Two parents of students in grades 7-8 shall be elected.
4. Two parents of students in grades 9-12 shall be elected.
5. Two parents of special populations students in kindergarten through grade 12 shall be elected.

COMMUNITY
MEMBERS

The committee shall include two community members, one of whom shall be a member of the District Council of PTAs, elected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures.

BUSINESS
REPRESENTATIVES

The committee shall include one businessperson, elected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures. Businesses shall be defined as those organizations that are tax-paying entities, as determined by the committee.

PROFESSIONAL
STAFF

The campus-level members shall consist of:

Four regular program elementary (prekindergarten through grade 4) classroom teachers.

Two regular program intermediate (grades 5-6) classroom teachers.

Two regular program middle (grades 7-8) classroom teachers.

Two regular program high school teachers.

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

One classroom teacher from the special populations, special education, EXCEL, or ESL programs.

One representative from the alternate-program staff.

One nonteaching professional elected at large from prekindergarten through grade 6, and one nonteaching professional elected at large from grades 7-12. Nonteaching professionals include counselors, librarians, nurses, and administrators.

Each representative shall be nominated by and elected from the representative grouping. Representatives shall be elected in such manner that no school has more than one representative from its teaching staff on the committee.

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 committee. [See also DGA]

The consent of each nominee shall be obtained before the person's name may appear on the ballot. Election of the committee shall be held in the spring 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 limited to two consecutive terms on the committee. After the initial election, representatives shall draw lots to determine the length of initial terms.

VACANCY

If a vacancy occurs among the representatives, nominations shall be solicited and an election held within the committee to fill the unexpired term.

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.

CONSENSUS
DECISION MAKING

While votes may periodically be taken on issues before the committee, every effort shall be made to arrive at consensus in decision making.