

Ector County ISD
068901

PLANNING AND DECISION-MAKING PROCESS:
DISTRICT-LEVEL

BQA
(LOCAL)

~~DISTRICTWIDE~~ In compliance with Education Code 11.251, the District establishes a
~~PLANNING AND~~ ~~District Planning and Policy Committee (DPPC)~~ **District**
~~POLICY~~ **Continuous Improvement Team (DCIT)** with the following
~~COMMITTEE~~ responsibilities:

**DISTRICT
CONTINUOUS
IMPROVEMENT
TEAM**

- 1. Alignment of the District's Strategic Plan to t**~~The District's vision, mission, goals, and objectives and Aims adopted by the Board of Trustees.~~
- ~~2. The District's annual evaluation of the instructional program and subsequent adjustments to the instructional program.~~
- ~~3. Major Districtwide classroom instructional programs or initiatives identified by the Board or its designee.~~
- ~~4. All pertinent federal or state planning requirements.~~
- ~~5. Other instructional improvement tasks identified by the Board or its designee.~~

**DUTIES OF
COMMITTEE**

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

COMPOSITION

The committee shall be composed of the following members with at least two-thirds of the professional staff members begin teachers:

1. One **teacher** representative from each ~~early childhood and elementary e~~**Campus Continuous Improvement Team.**
- ~~2. Two representatives from each junior high school;~~
- ~~3. Four representatives from each high school;~~
- ~~4. One representative from the career center;~~
- ~~5. Two representatives from the alternative programs who have been elected by the campus teachers;~~

6. One **campus** nurse **from each area**;
7. One counselor **from each area**;
8. One librarian **from each area**;
9. **Two** ~~Four~~ elementary principals **from each area**;
10. **One** ~~Two~~ junior high principals **from each area**;
11. **One** ~~Two~~ high school administrators **from each area**;
- ~~12. One administrator from alternative programs;~~
13. Two persons representing **State and Federal Programs** professionals based in the administration building;
14. **Six** ~~Two~~ parents (**two from each area**);
15. Two community representatives; ~~and~~ **from each area**;
16. Two business representatives **from each area**.

Ad hoc, nonvoting members of the committee shall include the following:

1. Superintendent
2. Assistant **or Deputy S**uperintendents
- ~~3. Research personnel required to address current issues~~

ELIGIBILITY Nominees for professional representatives shall be full-time professional employees. Members of the Communication council for Instructional Staff may not serve on the **DCIT DPPC** concurrently.

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 to the committee.

A teacher representative is a certified classroom teacher not represented in a professional support staff category.

A parent representative is a person who stands in parental relation to

a student in the District and who is not employed by the District in any capacity.

A community member is a person who resides in the District and who is at least 18 years of age.

A business representative may, but does not have to, reside in the District ~~and~~ **however**, the business the person represents ~~does not have to~~ **must** be located in the District.

ELECTIONS

Election of the committee shall be in the fall of each school year, at a time designated by the Board or its designee.

The teacher representatives shall be nominated and elected by the ~~teachers assigned to the eCampus~~ **Continuous Improvement Team**, ~~with the number of nominees being at least one more than the number of representatives needed for that campus.~~

The principal of each campus will allow for one week of open nominations for representatives. The consent of each nominee shall be obtained before the person's name may appear on the ballot. At the close of the nomination period, the campus principal will provide a secret ballot for all employees eligible to vote. Ballots shall be tallied in the presence of each candidate ~~should any candidate so desire~~ **and the Campus Continuous Improvement Team**.

~~The Superintendent or designee shall ensure that nomination for teacher representation from the alternative programs and other professional staff groups be solicited during the same period as campus representatives.~~

~~The Superintendent or designee shall provide secret ballots to all professional eligible to vote and shall be responsible for the counting of the ballots.~~

~~The City Council of the Parent Teacher Association~~ **Assistant Superintendent for each Area** shall be responsible for the selection of the two parent representatives.

The selection of the community members and the business representative shall be by the ~~Tri Ethnic Committee~~ **Assistant Superintendent for each Area** in such a manner as to provide the appropriate representation of the community's diversity.

TERMS	Representatives shall serve staggered three-year terms and shall be limited to two consecutive terms on the committee. After the initial election, teaching, and nonteaching committee members shall draw lots for one-, two-, or three-year terms, ensuring the proper balance of two-thirds teaching and one-third nonteaching staff. After the initial election year (2006), representations shall serve the staggered three-year terms.
VACANCY	<p>If a vacancy occurs among the representatives, the principal shall solicit nominations and conduct an election for the unexpired term in the same manner as the annual election.</p> <p>If a vacancy occurs among the nonschool District members, the body responsible for the selection shall name a replacement for the unexpired term.</p>
STEERING COMMITTEE	<p>The steering committee shall be composed of the chairpersons elected by the subcommittees. Subcommittees shall be established by the DCIT DPPC each year to address District initiatives and concerns. The members of the steering committee shall be elected by the DCIT DPPC membership as vacancies occur.</p> <p>If a vacancy occurs in the steering committee, a representative shall be elected by the DCIT DPPC to fill the unexpired term.</p>
SELECTION OF CHAIRPERSON	The steering committee shall select a chairperson for the committee from among its members at the end of the year. The chairperson shall be elected every two years and shall be a nonvoting member except in case of a tie. The chairperson shall also serve as the chairperson of the DCIT DPPC .
MEETINGS	The steering committee of the DCIT DPPC , along with the Superintendent's designated DCIT DPPC liaison, shall set the DCIT DPPC agenda and shall schedule at least two meetings per year. The first meeting shall be early in the fall semester to establish the subcommittees and create a pool of DCIT DPPC resources to be selected to serve the District's assignments. The second meeting shall be in the spring semester to review the District Continuous Improvement plan for the following year.
ATTENDANCE	A member who cannot fulfill the commitment to the DCIT DPPC should resign and the position be declared vacant.

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. Communications shall include, but not be limited to, the following:

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

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.

DATE ISSUED:
UPDATE
BQA (LOCAL)