

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

DISTRICT SITE-BASED DECISION-MAKING COMMITTEE (SBDMC)	In compliance with Education Code 11.251, the District Site-Based Decision-Making Committee (SBDMC) 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 Superintendent shall be the Board's designee and the chairperson shall be elected annually by all members of the SBDMC. The Superintendent shall meet with the committee periodically.
MEETINGS	The Superintendent, with the assistance of the chairperson, shall prepare all District committee agendas and shall schedule at least seven meetings per year; additional meetings may be held at the call of the chairperson. All committee meetings shall be held outside of the regular school day.
DUTIES OF COMMITTEE	The committee shall perform duties as described in BQA(LEGAL).
COMPOSITION	The committee shall be composed of members who shall represent campus-based professional staff, parents, businesses, and the community. At least two-thirds of the professional staff shall be classroom teachers.
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: <ol style="list-style-type: none">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.
PARENTS	The committee 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 committee's duties and composition, and shall solicit volunteers. [See BQA(LEGAL)]
COMMUNITY MEMBERS	The committee 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 committee and are provided the opportunity to participate, and shall solicit volun-

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	<p>teers. All community member representatives must reside in the District.</p>
BUSINESS REPRESENTATIVES	<p>The committee shall include two business people, 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 a business within the boundaries of the District.</p>
PROCEDURES FOR SELECTION OF PARENT, COMMUNITY, AND BUSINESS REPRESENTATIVES	<p>Administrative procedures for selection of parent, community, and business representatives for the District SBDM committee are as follows:</p> <ol style="list-style-type: none">1. Nominations for parent, community, and business representatives to serve on the District committee shall be accepted from all segments of the school/community categories, i.e., faculty/staff, Parent-Teacher Association (PTA), and community organizations.2. From the list of nominations, the Superintendent will contact the nominated parent, community, and business representatives and make the final two selections in each category.3. A parent, community, or business representative may serve on only one committee at a time and cannot be a member of both a campus committee and the District-level committee.
PROFESSIONAL STAFF	<p>The campus-level members shall consist of:</p> <p>Four classroom teachers from the District's special programs (e.g., compensatory education, special education, bilingual education, and gifted and talented education).</p> <p>Two regular program elementary classroom teachers.</p> <p>Two regular program secondary classroom teachers.</p> <p>One nonteaching campus-based professional employee.</p> <p>Each representative shall be nominated by and elected from the representative grouping.</p> <p>The District-level membership shall consist of District-level nonteaching professional members who shall be nominated by and elected from the District-level professional staff.</p> <p>Campus administrators and campus counselors shall be ex officio nonvoting members of the District SBDMC. This group shall pro-</p>

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vide information/data that will be used by the District committee as they deliberate and make decisions.

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 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.

The campus SBDMC will elect the two professional teacher representatives for the District SBDMC. These two campus professional teacher representatives shall serve the same staggered terms on the District committee as they serve on the campus committee.

The District committee members shall be elected/selected no later than November 1 of each school year.

TERMS

Elected representatives to the District SBDMC shall serve staggered three-year terms. Representatives of all other categories shall serve staggered three-year terms and shall not serve consecutive terms on the committee. 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.

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.