

PLANNING AND DECISION -MAKING-PROCESS  
CAMPUS-LEVEL

BQB  
ADMINISTRATIVE REGULATION

PURPOSE	A campus-level committee shall be established on each campus to ensure that effective planning and site-based decision making occur to direct and support the improvement of student performance for all students. The committee shall assist the principal, as the Board's designee, in establishing and reviewing the goals, performance objectives, and major classroom instructional programs of each campus.
CHAIRPERSON	The Principal shall be the chairperson of the campus-level committee. The Principal will meet with the committee periodically.
MEETINGS	The principal shall be responsible for the agenda and shall schedule four (4) meetings per year, including the public meeting required by law.
COMPOSITION	The committee shall be composed of members who shall represent campus-based professional staff, District-level representative, parents, community and business representatives. When practicable, professional staff representation shall include a representative with the primary responsibility for educating students with disabilities.
DEFINITIONS	For the purpose of this regulation, the following definitions will apply. [See BQB(LOCAL)].
PARENT	1. "Parent" means a person residing in the District who is a parent of or who is standing in parental relation to a student enrolled at a District school and who is not an employee of the school or the District.
DISTRICT REPRESENTATIVE	2. "District representative" means a person who is employed by the district as a professional, who have responsibilities at more than one campus, including, but not limited to, central office staff.
COMMUNITY MEMBERS	3. "Community representative" means a person 18 years of age or older residing in the District but does not include a person who is a parent of a student in a District school or a person who is an employee of the school or District.
BUSINESS REPRESENTATIVE	4. "Business representative means a person who operates a business, without regard to the location of the business or the residence of the person.

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DUTIES OF THE  
COMMITTEE

In addition to the statutorily mandated duties at BQA(LEGAL), the committee shall provide input in the development of the Campus Improvement Plan which should include:

1. Development of campus performance objectives, which shall be formulated annually, and which shall support the District's educational goals and objectives and shall be specific to the academic achievement of students served on campus.
2. Developing recommendations for the school budget;
3. Developing and approving campus staff development;
4. Establishing procedures to periodically obtain broad-based community, parent and staff input.

COMMUNICATIONS

The principal or designee shall ensure that the campus-level committee establishes communication strategies to periodically obtain broad-based community, parent, and staff input, and provide information to those persons. Methods of communication may include, but not limited to:

1. Periodic meetings to gather input and provide information on the work of the committee. Meetings shall be advertised and open to the public.
2. Articles in District or campus publications regarding work of the committee.
3. News releases to the media in the District regarding the work of the committee.
4. Period reports on the work of the committee that may be posted on campus bulletin boards.

PROFESSIONAL  
STAFF ELECTIONS

Professional staff representatives shall be nominated and elected in accordance with this policy and administrative regulations.

Classroom teacher representatives shall comprise at least two-thirds of the professional staff representation on the committee and shall be nominated and elected by all professional staff assigned to the campus.

At least one District-level professional representative shall be nominated and elected by 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 the employee to the committee.

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A nominee must consent before the person's name may appear on the ballot. Election of the committee shall be held at a time determined by the Principal of the campus.

TERMS

All representatives shall serve one-year terms and shall be limited to three consecutive terms on the committee.

VACANCY

A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category