In compliance with Education Code 11.251, the District Advisory Committee (DAC) shall advise the Board or its designee in establishing and reviewing the District’s educational plans and goals, performance 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 Superintendent shall be the Board’s designee and shall name a District administrator as the facilitator. The facilitator is not a member of the committee and may not vote. Co-chairs shall be elected from the committee’s membership. The Superintendent shall meet with the committee periodically.

The facilitator, with input from the co-chairs, shall set the committee’s agenda, and shall schedule at least six meetings per year; additional meetings may be held at the call of the facilitator.

Copies of the minutes of the DAC meetings shall be distributed to members of the committee and shall be available on the District’s Web site. A paper copy will be made available to members of the general public upon request.

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

The DAC will not address issues that in any way affect employees’ wages, hours, or conditions of work. Nothing in this section shall be construed as creating a new cause of action or as requiring collective bargaining. [See BQA(LEGAL)]

The Superintendent or designee shall ensure that the District-level committee obtains broad-based community, parent, and staff input through ad hoc advisory committees, the Web site, newsletters, and other methods as appropriate, and that it provides information to those persons on a systematic basis.

The committee shall be composed of members who shall represent campus-based professional staff (including, if practicable, at least one member with primary responsibility for educating students with disabilities), District-level professional staff, at least two parents, two business representatives, and two community members. Parent and community members and business representatives selected for the DAC shall appropriately represent the community’s diversity. At least two-thirds of the elected professional staff representatives shall be classroom teachers. The remaining staff representatives shall include both campus- and District-level professional staff.
Board members shall select two representatives from their district to serve on the DAC committee to adhere to the same term limits outlined in this policy.

Parents

The Superintendent or designee shall select at least two parents after soliciting a pool of names from District staff and other parents currently involved in the District. The parents must have children currently enrolled in the District.

“Parent” means a person who is a parent of or person standing in parental relation to a student enrolled at a school and who is not an employee of the school or the school District.

Community Members

The Superintendent or designee shall select at least two community members after soliciting a pool of names from District staff and other community members currently involved in the District. All community member representatives must reside in the District and be at least 18 years of age. Community member representatives should not include a person who is a parent of a student enrolled in the District or a person who is an employee of the District.

Business Representatives

The Superintendent or designee shall select at least two business representatives after soliciting a pool of names from District staff and other business people currently involved in the District. Business member representatives need not reside in nor operate businesses in the District.

Professional Staff Members

Campus-based professional staff membership on the committee shall be open to all certified professional staff who are currently employed in a full-time professional position assigned to one school. Classroom teachers and other members of school-based professional staff who are elected to Shared Decision-Making Committees are eligible for nomination for election to the committee.

If no special education professional staff member is elected to the DAC, the Superintendent is responsible for ensuring that a special education representative is appointed as a nonvoting member of the committee.

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. An annual election will be held to determine the professional staff members of the committee.

DAC members may be reelected and may not serve more than two consecutive two-year terms. When a vacancy occurs on the
committee prior to the end of a term, the runner-up to that position may complete the term.

<table>
<thead>
<tr>
<th>Nominations from Campus-Based Professionals</th>
<th>A transparent call for nominees will be conducted by the assigned District administrator and by campus principals to determine two campus nominees: one teacher and one campus-based professional employee.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any eligible campus-based professional may be nominated by another campus-based professional or may self-nominate to be included in the campus-based election process. Campus nominees must consent to be included on the District ballot.</td>
<td></td>
</tr>
<tr>
<td>If there is more than one consenting nominee, a transparent election process should be conducted at the campus level to determine the nominee with the most support among the professional staff.</td>
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</tbody>
</table>

| Nominations from Central Office Departments | Central office department heads will conduct a transparent call for nominees to determine one nominee who is a professional employee (pay grade 25 or above). The department nominee must consent to being included on the District ballot. If there is more than one consenting nominee, a transparent election process should be conducted within the department to determine the nominee with the most support among the professional staff. Any eligible central office employee may self-nominate to be included in the department-based election process. |

<table>
<thead>
<tr>
<th>Districtwide Election</th>
<th>Following submission of all the nominees, a District ballot will be opened for electronic voting, via a secure District portal application. At the conclusion of the voting window, nominees with the most votes will be notified of their election to the DAC.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Each campus-based professional is eligible to cast one teacher vote and one other professional vote.</td>
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</tr>
<tr>
<td>The campus professionals will vote for individuals by their school level (elementary, middle, and high).</td>
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</tr>
<tr>
<td>Individual teachers at elementary schools will elect one person from among the elementary teacher nominees.</td>
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<tr>
<td>Individual teachers at middle schools and prekindergarten (PK)–8 campuses will elect one person from among the middle school and PK–8 campus nominees.</td>
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</tr>
<tr>
<td>Individual teachers at high schools and grades 6–12 campuses will elect one person from among the high school nominees.</td>
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</tr>
</tbody>
</table>
• Individual campus and district professional personnel (non-teachers) may elect one person from among the other professional nominees.

• Central office professionals are eligible to cast one vote and may elect one person from the central office nominees.

Other Advisory Groups
The existence of the DAC shall not affect the authority of the Board or its designee to appoint or establish other advisory groups to task forces to assist it in matters pertaining to District instruction.

District Office Advisory Committee (DOAC)
District Office Advisory Committees (DOAC) shall be established to advise the District Superintendent in establishing educational goals, objectives, and major administrative district office classroom instructional programs. The committee shall serve exclusively in an advisory role except that the DOAC shall approve staff development of an administrative District nature.

Minutes
Copies of the minutes of the DOAC meetings shall be distributed to members and shall be available on the District’s office Web site. A paper copy shall be made available upon request by other interested parties.

Composition
The DOAC composition shall be established by administrative procedures.

Effective Date
This policy shall be effective as of the adoption date, October 14, 2022.