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 Superintendent. 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 three 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 website. 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 website, 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 the District to serve on the DAC committee to adhere to the same term limits outlined in this policy.

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” shall mean 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.

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.

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.

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.

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.

A transparent call for nominees shall be conducted by the assigned District administrator and by campus principals to determine two campus nominees: one teacher and one campus-based professional employee.

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.

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.

Central office department heads shall 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.

Following submission of all the nominees, a District ballot shall be opened for electronic voting, via a secure District portal application. At the conclusion of the voting window, nominees with the most votes shall be notified of their election to the DAC.

- Each campus-based professional is eligible to cast one teacher vote and one other professional vote.
- The campus professionals shall vote for individuals by their school level (elementary, middle, and high).
- Individual teachers at elementary schools shall elect one person from among the elementary teacher nominees.
- Individual teachers at middle schools and prekindergarten (PK)–8 campuses shall elect one person from among the middle school and PK–8 campus nominees.
- Individual teachers at high schools and grades 6–12 campuses shall elect one person from among the high school nominees.
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**

- **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 website. A paper copy shall be made available upon request by other interested parties.

- **Composition**
  - The DOAC composition shall be established by administrative procedures.