



District-Wide

Consultation

Committee

DWCC Minutes – Wednesday, October 8, 2014

District-Wide Consultation Committee

The DWCC met Wednesday, October 8, 2014, at 4:00 p.m. in the Crockett Room at One AISD Center.

Members present were Roger Thomas, Roy Dudgeon, Carey Kitts, Steven Shinkle, Tom Tomaras, Phil Ashby, Al Dunlap, Jessica Melson, and Elizabeth Wagstaff.

- Dr. Joe Alcorta called the meeting to order in the absence of a chair. Introductions were made and it was announced Roger Thomas, Principal at Johnston Elementary, won Place 9.
- Dr. Alcorta reviewed Local Policy BQA.
- Dr. Alcorta notified the committee that the Business Representative place is vacant. Committee was asked to e-mail suggestions for a Business Representative to Joe Alcorta.
- Joe Alcorta opened the floor for nominations for a new Chair due to fill the vacancy. Al Dunlap nominated Roger Thomas. Carey Kitts seconded the motion. The motion carried unanimously.
- Discussion held to schedule future meetings. Decided Wednesdays at 4:30 would be best. Date for next meeting is pending.
- The meeting was adjourned at 4:45 p.m.

Sally Frierson, Secretary
For the DWCC Committee

Attachments: Local Policy BQA

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

DISTRICTWIDE
CONSULTATION
COMMITTEE

In compliance with Education Code 11.251, the Districtwide Consultation Committee (DWCC) 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.

CHAIRPERSON

The chairperson shall be elected by the DWCC each school year.

MEETINGS

The chairperson of the committee shall set its agenda, and shall schedule at least six meetings per year; additional meetings may be held at the call of the chairperson. Most committee meetings shall be held outside of the regular school day.

ATTENDANCE

A member who cannot fulfill the commitment to the DWCC should resign and the position shall be declared vacant. After three consecutive absences, the position may be declared vacant by the Board-designated liaison.

DUTIES OF THE
COMMITTEE

In compliance with Education Code 11.251, the District establishes the DWCC with the following responsibilities as defined by both (LEGAL) and (LOCAL) policy.

1. Be involved in establishing and reviewing the District's educational plans, goals, performance objectives, and major classroom instructional programs. [See Education Code 11.251 (b)]
2. Be actively involved in establishing the administrative procedure that defines the respective roles and responsibilities of the Superintendent, central office staff, principals, teachers, committee members, and campus-level committee members pertaining to planning and decision making at the District and campus levels. [See Education Code 11.251 (d)]
3. Assist the Superintendent annually in preparing, reviewing, and revising the District Improvement Plan. [See BQ(LEGAL) for the plan content and purpose; see Education Code 11.252 (a)]
4. Participate in one public meeting, annually, after receipt of the District-level performance report, to discuss District performance and the District performance objectives. [See Education Code 11.252 (e)]
5. Advise the District staff regarding the District's discipline management program, including the Student Code of Conduct. [See FO(LEGAL)] [See Education Code 11.252 (a)(3)(E); 37.001 (a)]

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

6. Participate in the development of and approve staff development of a Districtwide nature. [See BF(LEGAL)] [See Education Code 11.251 (a) (3)(F)]
7. As appropriate, provide written comments on requests for waivers submitted to TEA. [See BF(LEGAL)] [See Education Code 7.056 (b)(2)]
8. Participate in the development of the school calendar.
9. Perform special assignments as designated by the Superintendent and/or the Board.

COMPOSITION

The committee shall be composed of 15 members who shall represent campus-based professional staff, District-level professional staff, parents, businesses, and the community. At least two-thirds of the District and campus professional staff shall be classroom teachers. The remaining one-third shall be professional nonteaching District- and campus-level staff. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff.

Parents	2
Community members	2
Business representatives	2
Classroom teachers	7
Certified personnel (other than classroom teachers)	2
Total	15

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:

1. Articles in in-house publications regarding work of the committee, i.e., the District's Web site.
2. Regular news releases to the media in the District regarding the work of the committee, i.e., Chalkboard.
3. Periodic reports to the principals and CBCCs on the work of the committee that is to be posted on campus bulletin boards.
4. Copies of reports sent to the PTA/PTO president of each campus.

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

5. A variety of survey instruments that will be used to gather input.
6. Periodic meetings to gather input and provide information on the work of the committee. These meetings shall be advertised in District publications and through the media.

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 members. [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 shall solicit members. All community member representatives must reside in the District.

BUSINESS
REPRESENTATIVES

The committee shall include two business persons, selected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures. Business member representatives need not reside in nor operate businesses in the District. The Superintendent shall use several methods of communication to ensure that community residents are informed of the committee and shall solicit members.

PROFESSIONAL
STAFF

The professional staff of the District shall consist of:

1. Seven members who are classroom teachers elected at large by the professional staff of the District.
2. Two members who are certified personnel other than classroom teachers and elected at large by the professional staff of the District; at least one of these two shall be a District-level professional.

All staff members shall be full-time nonprobationary professional personnel.

ELECTIONS OF
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 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 con-

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

ducted in accordance with this policy and administrative regulations.

Professional staff must be nominated by a professional staff member to be eligible for election to the Districtwide Consultation Committee.

All members shall be elected by majority vote.

TERMS

Elected representatives shall serve staggered three-year terms and shall not be limited in the number of terms served. Appointed representatives shall serve one-year terms and shall not be limited in the number of terms served.

VACANCY

Vacancies on the DWCC may be declared if, during a member's term, that member:

1. Leaves employment in the District due to retirement, resignation, or termination.
2. No longer qualifies under the terms and definitions of this policy.
3. Voluntarily resigns from the committee.
4. Misses more than three consecutive meetings.

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.